

RG 104, 8NS-104-94-077
Box 1

8NS-104-94-077, Miscellaneous
Correspondence & Memos, 1897-1994

Mint and Assay Service Examinations, 1899-1903

DECLARATION SHEET.

DIRECTIONS: Write the examination number, which is given above, on the accompanying envelope, and also on your blotter, and on each sheet of the examination. Make no error in transcribing this number, because it is the Commission's only means of identifying the examination sheets.

Fill all blanks on this sheet.

Write all answers and exercises with ink.

Write your name on no other sheet than this.

Place this sheet in the envelope and seal the envelope.

DECLARATION.

I declare upon my honor that the answers to the following questions are true, to the best of my knowledge and belief:

QUESTIONS.	ANSWERS.
1. What is your name in full (your first name in full, your middle initial or initials, if you have any, and your surname in full)?	Albert Sanford
2. What was the exact date of your birth? Give the year, the month, and the day of the month.	Sept. 22, 1862
3. Where were you born?	Denver Colorado
4. What is the number of your application as shown by your admission card? If your card does not show the number, or if you have no card, say so. [Competitors in examinations for the Post Office, Custom-house, or Internal Revenue examinations need not answer this question.]	710, 107.
5. Where is your legal residence and how long have you been a legal resident there?	Littleton, Colorado, five years
6. What are the names of the persons who signed the vouchers to your application?	Wm. A. Perry Howard H. Brocker
7. What examination do you desire to take at this time?	High clerk
8. State the kinds of schools you have attended (common school, high school, academy, business college, scientific or professional school, college, etc.). State how long you were a student in each, whether you were graduated, and, if so, with what degree.	

Kind of school.	Length of attendance.	Were you graduated?	Degrees, if any, obtained.
Public school	eleven years.	No	
Academy	two years.	graduated	Diploma
University	two years.	graduated	Diploma

9. What has been your place of abode and occupation during each of the past four years?

	This year.	Last year.	Year before last year.	Second year before last year.
Place of abode	Littleton, Colo.	Littleton, Colo.	Littleton, Colo.	Littleton, Colo.
Occupation	Assaying	Assaying	Assaying	Farming

10. Are you or have you been married?

[If applicant is a married woman, the full name, post-office address, and legal residence of her husband are required.]

Yes.

11. Are any members of your family, or any of your relatives, in the service of the Government?

If so, state who they are, in what position, in what branch of the service, and the relationship.

Yes
My father, mint and assay
Yes.

12. Are you now in physical condition to justify you in taking this examination at this time? (If the applicant is ill he must give information of the fact to the supervising examiner before commencing the examination and state in his answer to this question that he has done so.)

Yes.

N. B.—Make signature identical with that used in application. If the P. O. address here given differs from that in the application, indicate such fact by note on the margin of this sheet.

(Signature), Albert Sanford

(Post-office address), Street, 1727 Champa St. Denver, business address

City or Town, Littleton

County, Arapahoe

State, Colorado

Examined at Denver, State of Colorado, this 7th

day of October, 1899.

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE--Examination for Clerical Positions, Schedule C.

Place of Examination Denver, Colo. Date Oct 7, 1899 Examination Number 30042

This examination will be given for the positions of: Abstract clerk, assayer's computation clerk, assistant bookkeeper, assistant curator, assistant inspector, assistant weigh clerk, bank messenger, bookkeeper, cashier's clerk, clerk, copyist, inspector, medal clerk, pay clerk, registrar clerk, registrar of accounts, registrar of deposits, shipping clerk, statistical clerk, storekeeper, time clerk, warrant clerk, weigh clerk.

TO THE EXAMINER.—A copy of this sheet should be given to the competitor at the commencement of the examination and left on his table during the examination, and should be arranged and forwarded with the other sheets.

INSTRUCTIONS TO COMPETITORS.

Five consecutive hours are allowed for this examination, which comprises this preliminary sheet, five numbered sheets, and the "Last Sheet" or sheet of Personal Questions. Time consumed in filling Personal Questions sheet will not be considered. Be certain that all the sheets are issued to you.

Do not write on this sheet, except to note the information required in the above blanks, or soil it in any way. At the close of the examination it should be given to the examiner.

- 1. Your examination number will be found on the upper right-hand corner of the declaration sheet which will be given you. Write this number in its appropriate place on this sheet for use on each sheet of the examination.
- 2. See that each sheet received by you pertains to the kind of examination which you are taking, and take care that you do not omit any of the sheets. Competitors are held responsible for errors and omissions.
- 3. Note in the proper blank spaces the name of the examination, the place and date of the examination, the examination number, and the time of commencing and completing each examination sheet.
- 4. You are not limited in time on any sheet, but you should gauge your work so as to complete the examination within the prescribed limit of time. Time is reckoned from the moment of receiving the first examination sheet. No allowance will be made for time lost in or out of the examination room.
- 5. Do not leave the room, if possible to avoid it, with a sheet before you unfinished, for if you do the sheet will be taken up and will not be returned to you. A competitor in an examination of five hours or less is not allowed to leave the room until he has finished his examination, except in case of extreme necessity. No competitor shall leave the room at any time without permission of the examiner.
- 6. Read carefully the printed instructions on each sheet before commencing work thereon.
- 7. If necessary, the back of a sheet may be used to complete your work, unless directions to the contrary are printed on the sheet.
- 8. An examination sheet spoiled by you can not be exchanged for another of the same kind.
- 9. Perform all work on each examination sheet with ink.
- 10. Pencil and scratch paper may be used in preliminary work, except in the spelling exercise, which must be written with ink, directly on the examination sheet from the dictation of the examiner.
- 11. Use no scratch paper except that furnished by the examiner in charge, and, on completing an examination sheet, hand him the scratch paper pertaining to that sheet. Have all your work complete on the examination sheet, however, as the scratch paper is collected, not for consideration in the marking, but for destruction.
- 12. No helps of any kind are allowed. Before the examination is commenced, hand to the examiner any written or printed matter that you may have which might, if used, aid you in your work. Do not make a copy of any of the questions to be taken from the examination room.
- 13. All conversation or communication between competitors during the examination is strictly prohibited.
- 14. Do not copy or attempt to copy from the work of any competitor, or permit any competitor to copy from your work, or to read the examination sheets in your possession.
- 15. All necessary explanations will be made to the whole class. Examiners are forbidden to explain the meaning of any question or to make any remarks or suggestions that may assist in its solution.
- 16. No unnecessary delay will occur in marking your papers, and you will be notified of your standing, whether you pass or fail, as soon as your papers are marked. You are requested not to increase the labors of the Commission by making inquiries in regard to your standing.

(N. B.—The competitor will not write in the form below.)

REPORT OF MARKS.

WASHINGTON, D. C., OCT 30 1899, 1

SUBJECTS.	Averages.	Relative weights.	Products of averages multiplied by weights.
First—Spelling.....(First grade)...	75	2	150
Second—Arithmetic....."	89	5	445
Third—Letter-writing....."	83	5	415
Fourth—Penmanship.....	85	2	170
Fifth—Copying from plain copy.....(First grade)...	65	3	195
Sixth—Elements of accounts.....	65	3	195
TOTAL.....		20	1570
GENERAL AVERAGE.....			78.50

MARK.

UNITED STATES CIVIL SERVICE COMMISSION.

BASIS EXAMINATION—FIRST GRADE.

KIND OF EXAMINATION: *Mint, Schedule C.*Competitor must
fill these blanks.Time commenced *9:50*
Time finished *9:58*Date *Oct. 7. 1899*Examination No. *30042*Place of examination *Denver, Colorado.*

FIRST SUBJECT—SPELLING.

Spelling, as dictated by the Examiner—the words to be written in the blank spaces below:

- | | |
|-----------------------|------------------------|
| 1 <i>withold</i> ✓ | 11 <i>litigate</i> |
| 2 <i>volunteer</i> | 12 <i>January</i> |
| 3 <i>utterance</i> | 13 <i>intervene</i> |
| 4 <i>transcend</i> | 14 <i>hygiene</i> ✓ |
| 5 <i>symmetry</i> ✓ | 15 <i>gallery</i> |
| 6 <i>retrieval</i> | 16 <i>fugitive</i> |
| 7 <i>purify</i> | 17 <i>eminent</i> |
| 8 <i>ostensible</i> ✓ | 18 <i>dispel</i> |
| 9 <i>Narragansett</i> | 19 <i>convalesce</i> |
| 10 <i>metallic</i> | 20 <i>benefitted</i> ✓ |

25 ✓

Sept., '99.

UNITED STATES CIVIL SERVICE COMMISSION.

Competitor must fill these blanks.

MARKS.	
Possible credits	500
Total charges	55
Average	89

Mint and Assay Service, Schedule C. Examination.

FIRST GRADE.

Competitor must fill these blanks.

Time commenced 10:00

Date Oct. 7, 1899

Examination No. 30042

Time finished 12:38

Place of examination Denver, Colorado.

SECOND SUBJECT—ARITHMETIC.

N. B.—In solving problems the processes should be not merely indicated, but ALL THE FIGURES necessary in solving each problem should be GIVEN IN FULL, on this sheet. The answer to each problem should be indicated by writing "Ans." after it.

If more space is required use back of this sheet, numbering work to correspond with number of question.

Question 1. Add the following numbers across, placing the totals in the spaces provided, and find the grand total:

			Totals.
\$24,821	\$7,196	\$39,297	71314
7,327	8,631	6,628	22586
98,734	3,326	736	102796
3,172	79,107	46,358	128637
43,538	9,355	45,979	98872
19,828	8,562	8,755	37145
469	360	387	1216
34,489	8,295	35,628	78412
93,156	775	82,286	176217
7,872	6,534	36,858	51264
9,890	47,370	619	57879
86,987	9,868	59,649	156504
Grand total			982842

Question 2. Divide $28\frac{3}{4}$ by 2.1, multiply the quotient by .0308, and to the product add $\frac{1}{2}$ of 114.31.

$28\frac{3}{4}$ reduced to decimal fraction is 28.875. This divided by 2.1 = 13.75 which multiplied by .0308 = .4235
 $\frac{1}{2}$ of 114.31 is 57.155 which added to .4235 = 57.5785 Ans.

$\frac{7}{8} = .875$ $8 \overline{) 7.00} (875$
 $\frac{13.75}{.0308}$
 $\frac{4125}{11000}$
 $\frac{423500}{423500}$
 $\frac{114.31}{65}$
 $\frac{57155}{68586}$
 $\frac{74.3015}{74.3015}$

Question 3. What will be the duty on an importation of 142,030 cigars weighing 70 to the pound and invoiced at \$37.50 per thousand cigars, the rate of duty being \$4 per pound in addition to 25 % of the invoice price?

142,030 cigars at 70 to the pound would weigh 2029# and at a duty rate of \$4.00 per lb. would be \$8116.00. The invoice price of 142,030 cigars @ \$37.50 per 1000. is 5326.12. 25% of which is 1331.53. This additional duty added to duty of \$8116.00 is \$9447.57 Ans.

Question 4. In the construction of a certain building 36 square marble columns were used. Each column was 1 ft. 9 in. square and 19 ft. 8 in. high. If the marble weighed 168 lb. per cu. ft., what was the total weight in tons of all the columns? (2240 lb. = 1 ton.)

Each column is 21 inches square and 236 inches high. The base would cover the square of 21, or 441, sq. in. the height multiplied by the base area would give 104076 cu. inches in each column. 36 of these would contain 3746736 cu. inches, reduced to cu. ft. by dividing by 1728, would be 2110.379 cu. ft. Each column weighing at a rate of 168# to cu. ft. would make a gross weight of 354543.672# divided by 2240# or gross ton would make 158.278 tons Ans.

Question 5. A banker gave a note without grace for \$780 due in 7 mo. and 24 da. with interest at 5 %. What sum will it be necessary for him to loan for 5 mo. and 6 da. without grace at 6 % so that the interest will exactly pay the interest on the note he gave? (Compute interest on the basis of 30 days to the month and 12 months to the year). The interest on \$780.00 at 5% is \$32.50 for 7 mo 24 da would be \$32.50. The interest on \$1. at 6% for 5 mo and 6 da is .026. Therefore it would require such a sum as the interest of \$1.00 at 6% for 5 mo. 6 da is contained in \$32.50, or 995. - or \$995.00

(N. B.—IF MORE SPACE IS REQUIRED, USE BACK OF THIS SHEET.)

Ans,

$$\begin{array}{r} 70 \overline{) 142,030} \quad (2029 \\ 140 4. \\ \hline 203 8116. \\ 140 \\ \hline 630 \\ 630 \end{array}$$

$$\begin{array}{r} 142,030. \\ 710,150 \\ 994,210 \\ 426,090 \\ \hline 4 \overline{) 5326,1250} \\ 1331,5312 \end{array}$$

$$\begin{array}{r} 8116. \\ 1331,531 \\ \hline 9447,531 \end{array}$$

Figures question No. 3

$$\begin{array}{r} 12 \\ 9 \\ \hline 21 \end{array}$$

$$\begin{array}{r} 21 \\ 21 \\ \hline 42 \end{array}$$

$$\begin{array}{r} 19 \\ 12 \\ \hline 38 \\ 19 \\ \hline 228 \\ 8 \\ \hline 236 \end{array}$$

$$\begin{array}{r} 441 \\ 236 \\ \hline 2646 \\ 1323 \\ 882 \\ \hline 104,076 \end{array}$$

$$\begin{array}{r} 104,076 \\ 36 \\ \hline 624456 \\ 1,2228 \\ \hline 3,746736 \end{array}$$

$$\begin{array}{r} 1728 \overline{) 3746736} \quad (2110.379 \\ 3456 \\ \hline 2907 \\ 1728 \\ \hline 1793 \\ 1728 \\ \hline 6560 \\ 5184 \\ \hline 13760 \\ 12096 \\ \hline 16640 \\ 16352 \\ \hline -10 \end{array}$$

$$\begin{array}{r} 2110.379 \\ 168 \\ \hline 16883032 \\ 12662274 \\ \hline 2110379 \\ 2240 \overline{) 354543672} \quad 158.278 \text{ Ans tons} \\ 2240 \\ \hline 13054 \\ 11200 \\ \hline 18543 -10 \\ 17920 \\ \hline 6236 \\ 4480 \\ \hline 17560 \\ 15680 \\ \hline 18800 \\ 17920 \\ \hline -10 \end{array}$$

Figures question No. 4.

$$\begin{array}{r} 780. \\ 5 \\ \hline 39,000 \quad (3.25 \\ 36 \\ \hline 30 \\ 24 \\ \hline 60 \\ 60 \end{array}$$

$$\begin{array}{r} 3.25 \\ 7.8 \\ \hline 2600 \\ 2275 \\ \hline 25,350 \end{array}$$

$$\begin{array}{r} 12 \overline{) .06} \\ .005 \\ \hline .52 \\ 010 \\ \hline .025 \\ .026 \end{array}$$

$$\begin{array}{r} 25584 .026 \overline{) 25,350} \quad (975 \text{ Ans} \\ 234 \\ \hline 193 \\ 182 \\ \hline 130 \\ 130 \end{array}$$

Sept., '99.

MARK.

UNITED STATES CIVIL SERVICE COMMISSION.

Letter-writing-

Competitor must fill these blanks.

Examination.

Mint and Assay

Service, Schedule C.

FIRST GRADE.

Competitor must fill these blanks.

Time commenced

1:04

Date

Oct. 7, 1899

Examination No.

30042

Time finished

1:40

Place of examination

Denver, Colo.

THIRD SUBJECT—LETTER-WRITING.

Write in the space below a letter of not less than 150 words on *one* (and only one) of the following subjects:

1. The desirability of treating criminals in a considerate and humane manner.
2. Your views as to whether a property qualification should be required of voters.

To THE COMPETITOR.—The letter must be dated at the place where the examination is held, and be addressed to the "United States Civil Service Commission, Washington, D. C." The competitor must avoid allusion to his political or religious opinions or affiliations. The examination number, and not the name of the competitor, must be used for a signature to the letter.

This exercise is designed chiefly to test the competitor's skill in simple English composition. In marking the letter, its errors in form and address, in spelling, capitalization, punctuation, syntax, and style, and its adherence to the subject, will be considered.

Denver, Colo., Oct. 7, 1899.

United States Civil Service Commission,
Washington, D. C.

Gentlemen: In response to the second question in Sheet 3, as to what my views are on property qualification as a requirement of voters, will say:—That while the subject has strong argument in favor of such a requirement, yet property ownership is of such a changeable and uncertain nature that elections based and governed by such a law would result in local and general confusion, prejudice, and jealousy. Nothing should be more carefully guarded against than legislation which would result in classifying people, and a government so doing can hope for but little, in time of trouble, from the masses. The desire of home ownership is so strong in the American people as to need nothing to goad them into such an ambition, and a citizen who does not possess this characteristic seldom cares to exercise his right of franchise.

Very Respectfully Yours,—"30042"

Sept., '99.

MARK.
Penmanship

UNITED STATES CIVIL SERVICE COMMISSION.

Competitor must fill these blanks.

Mint and Assay Service, *Schedule C.* Examination.

FIRST GRADE.

Competitor must fill these blanks. Time commenced *1:44* Date *Oct. 7, 1899* Examination No. *30042*
Time finished *1:58* Place of examination *Denver Colo.*

FOURTH SUBJECT—PENMANSHIP.

N. B.—The mark on penmanship will be determined by legibility, rapidity, neatness, and general appearance, and by correctness and uniformity in the formation of words, letters, and punctuation marks in the exercise on this sheet.

FIFTH SUBJECT—COPYING FROM PLAIN COPY.

MARK.
Copying from plain copy

N. B.—Paragraph, spell, capitalize, and punctuate precisely as in the copy. All omissions and mistakes will be taken into consideration in marking this subject.

Penmanship will be marked on this exercise.

Make an exact written copy of the following:

The need of some satisfactory promotion regulations based upon the provision in the civil-service act has long been felt by the Commission, as much of the criticism that has been made against the merit system has been on account of alleged unjust promotions, reductions, or removals. Very little progress was made toward carrying out the provisions of the act with regard to basing promotions upon merit until the revision of the civil-service rules in May, 1896, when the Commission recommended to the President that a rule governing promotions be incorporated in the revised rules. Rule XI was accordingly included, which provides that competitive tests or examinations shall be applied as far as practicable and useful, and that regulations to govern promotions be formulated by the Commission after consultation with the heads of the several Departments, Bureaus, and Offices. Under this rule promotion regulations have been prepared and adopted.—(Fourteenth Annual Report.)

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N. B.—IF MORE SPACE IS REQUIRED, USE BACK OF THIS SHEET.

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—EXAMINATION FOR CLERICAL POSITIONS.

MARK.
Elements of accounts

Competitor must fill these blanks.

Time commenced 2:15 Date Oct. 7, 1899 Examination No. 30042
 Time finished _____ Place of examination Denver Colo.

SIXTH SUBJECT—ELEMENTS OF ACCOUNTS.

On January 2, 1899, William Moore, a general merchant, owed John Smith, a farmer, a balance on account of \$43.72. During the month they had the following transactions: January 3, Smith bought on account 40 bus. of apples at 95 cents per bushel. January 5, Moore bought of Smith 24 bus. potatoes at 35 cents per bushel, 200 eggs at 18 cents per dozen, and 18½ lbs. butter at 22 cents per pound. January 9, Moore sold Smith 128 lbs. nails at 3½ cents per pound, 192 lbs. sugar at 5½ cents, and 456 lbs. barbed wire at 2½ cents, allowing him a discount of 10 per cent from these prices. January 10, Smith sold Moore 4¾ tons of hay at \$10.75 per ton, and 98¾ lbs. pork at 13½ cents per pound. January 23, Smith allowed Moore a discount of 20 per cent on the hay sold him the 10th, the hay being damaged. January 24, Moore sold Smith a suit of clothes for \$18 and 2 stoves at \$13.75 each. On January 25, Moore gave Smith a 60 da. note on James Brown for \$25, allowing Smith a discount of 4 per cent from face.

Make an itemized statement of this account as it should appear from the books of Moore; make a proper heading; close the account, and bring down the balance as it should appear February 1, 1899.

John Smith in account with William Moore
1899.

Jan	2	Cr By Bal. on acf			43 72 ✓
"	3	Dr To 40 Bus. Apples @ .95	38 00		
"	5	Cr By 24 Bus. Potatoes @ .35			8 40 -10
"	"	" " 200 doz Eggs @ .18			36 00 -10
"	"	" " 18½# Butter @ .22			4 07 ✓
"	9	Dr To 128# Nails @ .03½	4 80 ✓		
"	"	" " 192# Sugar @ .05½	10 56 ✓		
"	"	" " 456# Barbed wire @ .02½	10 26 ✓		
"	"	Cr By disc. on goods of 9th 10% .2562			2 56 ✓
"	10	" " 4¾ tons hay @ 10.75			51 06 ✓
"	"	" " 98¾# Pork @ .13½			13 31 -10
"	23	Dr To 20% disc spoiled hay	10 21 ✓		
"	25	" Suit clothes	18 00 ✓		
"	"	" Two stoves @ 13.75	27 50 ✓		
"	"	" 25 note on James Brown	25 00 ✓		
"	"	Cr By discount on same			1 00 ✓
			144 33 ✓	161 12 ✓	
Feb	1	Cr By Bal. 16.79	md	216 79 ✓	
				161 12	161 12

Form - 5-

\$161.12
 144.33
 \$16.79

(-35)

ALL SERVICES—PERSONAL QUESTIONS.

(FOR USE IN ALL EXAMINATIONS.)

KIND OF EXAMINATION:

High Clerk

Place of Examination

Denver Colorado

Examination Number

30042

N. B.—This sheet must be completed by each competitor at the close of his examination. Any false statement made by a competitor in answer to the following questions will be considered sufficient cause for the cancellation of his examination papers, or for his removal from the public service in the event of his appointment. The time consumed in answering these questions will not be considered as part of the time allowed for the examination.

Question 1. Name all the trades, profession, or other different occupations in which you have been engaged, giving the place and approximate length of service in each case, and stating with what degree of success you have pursued any of the occupations mentioned.

Four years previous to this examination
assaying

Eight years preceding that farming

Question 2. (a) If you are now employed state what salary you are receiving, and also state the highest salary you have received in any employment, naming the employment, and the person, firm, or corporation by whom you were employed. (b) For how long a period do you believe you will desire employment in the Government service?

(a) *Am following my business assaying*
income net \$1000 per month

(b) *Ten years*

Question 3. Are you willing to accept a position: In Washington, D. C.? *No*
In your own State? *Yes* In neighboring States? *No* Anywhere?

Question 4. What is the minimum salary you are willing to accept in the event of an appointment?

Five dollars per day

Question 5. State the qualifications you possess, and the experience you have had, which, in your opinion, fit you for the position for which you have been examined.

Experience in assaying I believe fit me for
mint service

Question 6. Did you copy from the papers of any competitor or receive any aid whatever from any competitor, or in any other manner, during this examination?

No

Question 7. Did any competitor copy from your papers or did you render any aid whatever to any competitor during this examination?

No

Question 8. State what special preparation, if any, you made for this examination.

I have had no preparation whatever

I hereby certify upon honor that the answers to the foregoing questions are true to the best of my knowledge and belief.

Examination Number: *30042*

N. B.—IF MORE SPACE IS REQUIRED, USE BACK OF THIS SHEET.

General Average:

78.50 ✓

Kind of Examination:

Schedule C

APPLICATION No.

Name,

Albert B. Sanford.

Street and number,

City or P. O.,

State,

Address changed to

Legal residence,

Place of examination,

Date of examination,

189

Notified of standing,

189

Claim of preference,

Entered

Register,

189

Entered

Register,

189

Entered

Register,

189

REMARKS.

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR EXAMINATION.

IMPORTANT INSTRUCTIONS.

1. Read carefully the entire application form, consisting of four pages, and the Regulations printed on the back of this blank before writing your answers.
2. Write your answers in your own handwriting, with ink. (An applicant for a position requiring no educational examination may, if he can not write, have his answers written by another, and may sign by mark.)
3. Answer ALL questions—CAREFULLY and CORRECTLY.
4. Do NOT use this blank for Post Office, Custom-House, Internal Revenue, Life Saving, or Light House examinations. (Follow Section 10, Manual.)
5. Remember that ALL your answers are under oath.

6. There must be absolutely no discrepancies in the statements made, or in the manner of writing your name throughout the application and vouchers. (The applicant will be held responsible for this.)
7. Avoid all reference to religion, politics, or change of administration. (Failure to comply will cause your application to be returned or disapproved.)
8. Applicants should also carefully examine the "Jurat," "Officer's Certificate," and "Vouchers" Nos. 1 and 2, after they have been completed, to determine whether all blank spaces have been properly filled.

To the United States Civil Service Commission, Washington, D. C.:

I, the undersigned, hereby apply to be admitted to the examination named below, intending to accept the position for which examined if selected for appointment.

Fill in the following blanks with the utmost care; an error may delay or prevent your examination.

1. BRANCH OF SERVICE. As "Departmental," "Indian," etc. For list of services see Sec. 49, Manual.		NAME OF EXAMINATION OR POSITION. Give exact title, as "clerk," "teacher," "watchman," etc.	
Mint and Assay Service		Weigh clerk	
2. PLACE OF EXAMINATION. In selecting places and dates of regularly scheduled examinations, follow closely Sec. 9 of the Manual. (For special or extra examinations, follow published announcements.)		DATE OF EXAMINATION.	
Denver Colo City. State.		Oct. 7, 1899 (Month.) (Day of Month.) (Year)	
3. Are you a citizen of the United States? Before answering read Reg. V.	Date of birth (give month, day, and year)? Applicants can not be examined unless U. S. limits. (See back of blank.)	Age on LAST birthday? citizens and within proper age	Place of birth? (Foreign born citizens must prove citizenship as specified in Reg. V.)
Yes	Sept. 22, 1862	37 years.	Denver, Colorado
4. Of what State or Territory are you an actual bona fide (legal) resident? Before answering read Reg. VI.	Length of legal residence therein? (The latter part of date must be the same month and year, at least, as shown in "Jurat.")	Of what County are you an actual bona fide (legal) resident?	Length of legal residence in County. (The latter part of date must be the same month and year, at least, as shown in "Jurat.")
Colorado	From Sept. 22, 1862 to Sept. 29, 1899	Arapahoe	From Dec. 25, 1892 to Apr. 27, 1899
5. Were you ever in the service of the U. S. Government?	In what department or service were you employed?	For what period were you employed?	Did you voluntarily resign?
No		From —, 18— to —, 18—	See par. 7, "Instructions" above.
6. Were you ever in the U. S. military or naval service?	In what company and regiment, or on what vessel? Do not give service in State militia.	Dates of enlistment and discharge.	Was the discharge on account of disability incurred in line of duty? See sec. 45, Manual.
No		Enlisted —, 18— Discharged —, 18—	
7. Have you ever been examined by this Commission for any branch of the U. S. Government service?	In what cities were you examined?	Name each examination taken?	Give the date of each examination.
No			
8. Have you any other application on file for examination for the classified civil service?	If so, for what examination? Name each kind.	Is your name on any register of eligibles?	If so, name each register.
No			
9. Do you use intoxicating beverages? If so, to what extent? Answer fully.	Do you use tobacco?	Do you use morphine or opium?	Are you now married?
only for medicinal purposes	Yes	No	Yes
10. Have you ever been convicted of or indicted for any crime? If so, inclose herewith a certified copy of the court proceedings, showing the facts.	Have you any chronic disease? If so, what?	Have you any defect of sight in either eye? If so, describe it fully.	Have you any defect of speech? If so, describe it fully.
No.	No	No.	No
11. Have you any defect of limb? If so, describe fully.	Have you any defect of hearing? If so, describe it fully.	Are you physically capable of a full discharge of the duties of the position sought?	What is your exact weight in ordinary clothing, without hat or overcoat?
No	No	Yes	160 pounds.
12. Have you had any experience in the profession or occupation in which you seek employment? If so, state what experience and for what length of time.	Name all the occupations you have ever pursued, and state your experience in each. (Use margin of blank if necessary.)		
Have been assaying more or less for fifteen years	Farming and cattle business eight years Assaying more or less fifteen years		
13. What has been your principal business or occupation for each of the past four years?	Year 1896	Year 1897	Year 1898
	Farming	Assaying	Assaying
14. Are you engaged in the prosecution of claims against the U. S. Government? (See section 549 R. S.)	Year 1899		
No	Assaying		
15. Are members of your family in the U. S. Government service? If so, state in each case the relationship, the position held, and the office and branch of the service.	Are each and all of the answers to the foregoing questions in your own handwriting?		
My father is in Mint and Assay Service	Yes		

I CERTIFY that the foregoing answers are in my own handwriting, and are true to the best of my knowledge and belief.

(Signature of applicant)

Albert B. Sanford

(P. O. address. Give number, street, city, and State, Territory, or District of Columbia.)

1727 Champa Street Denver Colo.
(Make exact duplicate of this signature and address on back of application.)

JURAT, OR OATH.

[The following oath may be taken at any place in the United States most convenient to applicant, before any NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, to whom the applicant is personally known, and before whom the applicant must appear in person. THE OFFICER'S SIGNATURE MUST BE AUTHENTICATED BY OFFICIAL (IMPRESSION) SEAL. If the oath be taken before a justice of the peace or other officer who has not such seal, his official character must be certified by the clerk of court, secretary of state, or other proper officer, under official seal.]

Subscribed and sworn to before me by the above-named applicant, to me personally known, this 29th day of September, 1899, at Denver, county of Arapahoe, and State [or Territory or District] of Colorado

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.)

(Official title.)

The official seal must not be omitted on "jurat" unless the officer who executes the jurat is an officer of the county claimed by applicant as legal residence and executes the officer's certificate, in which event, if the seal be impressed on the "certificate," it need not be impressed on the "jurat." (See below.)

My Commission expires Jan'y 31, 1903.

OFFICER'S CERTIFICATE.

This certificate must be executed by an officer in the county in which applicant claims legal residence, who must attach his official (impression) seal. A notary public, county, municipal, or police court clerk, mayor, justice of the peace, or other officer may execute the certificate, provided he has an official (impression) seal, or, in lieu thereof, that his official character is certified to by proper officer, under official seal, and provided he is an actual resident and officer in the same county claimed by the applicant. No certificate will be accepted without such seal unless the official character of the officer is certified to by the clerk of court or other proper officer under official (impression) seal. Applicants for positions in the Departments and offices at Washington, D. C., which are subject to the law of apportionment must show a legal residence in the county where legal residence is claimed of not less than six months next preceding date of application. (Sup. Rev. Stat., Vol. I, P. 772.) Applicants for positions in the Departmental service outside of Washington, D. C. (including positions in Railway Mail, Indian, Custodian, Light-House, Marine Hospital, Steamboat Inspection, Engineer, Ordnance, Mint, Pension Agency, Revenue Cutter, and Submarine service), and positions in the Departments and offices at Washington, D. C., which are not subject to the law of apportionment, must also furnish this certificate, but any specified period of time, more or less than six months, will be accepted.

I, a Notary Public

(Official designation of officer.)

of the county of Arapahoeand State [or Territory] of Colorado, do hereby certify that Albert B. Sanford

(Write name to agree exactly with applicant's signature.)

the applicant, who signs the above application for civil service examination, is now an actual, bona fide (legal)

resident of the county of Arapahoe and State [or Territory] of Colorado

(N. B.—Legal and bodily residence are not necessarily the same. See Reg. VI, on back hereof.)

and has been such resident for six years, _____ months, next preceding the date hereof.Dated at the City of Denver, county of Arapahoe, and or Territory] of Colorado, this 29th day of September, 1899

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.)

My commission expires August 4th 1903.
 official seal must not be omitted. Any addition or alteration in the printed wording will nullify the certificate.

VOUCHERS.

(Avoid all allusion to religion and politics.)

Every person filing application on this form must furnish the vouchers of two citizens of the United States. Vouchers must be at least 21 years of age, acquainted with applicant not less than 6 months, and must also be both legal and actual bodily residents of the State, Territory, or the District of Columbia, in accordance with the legal residence as shown by applicant in answer to Question 4 of application, first page. Vouchers will not be accepted from the father, mother, sister, brother, husband, wife, or child of applicant, and at least one voucher must not be related to the applicant even more remotely. Of the four certificates on this blank (officer's, medical, and two vouchers) no person may sign more than one. No recommendation other than those provided for hereon will be accepted by the Commission. (All questions must be answered and all answers must be in ink, in the handwriting of the signer. "Do not know" will not be accepted as answer to any question.)

VOUCHER NO. 1.

(Follow carefully the above instructions.)

1. What is your own age? (Age of voucher, not applicant, is wanted.)	<u>86</u> years.	8. Does the applicant use profane, vulgar, or coarse language?	<u>no</u>
2. What is your occupation?	<u>Broker</u>	9. Are you aware of any circumstances tending to disqualify the applicant for the public service?	<u>no</u>
3. (a) Of what State are you now a bona fide (legal) resident? Residence of voucher, not applicant, is wanted.	State of <u>Colo</u>	10. Is the applicant a person of good moral character, and of good repute?	<u>yes</u>
(b) How long have you been such resident thereof? (See italicized part of above instructions.)	<u>fifteen</u> years.	11. Would you yourself trust the applicant with employment requiring undoubted honesty?	<u>yes</u>
(c) Of what State are you now an actual (bodily) resident?	State of <u>Colo</u>	12. Of what State or Territory is the applicant an actual, bona fide (legal) resident?	<u>Colo</u>
(d) How long have you been such resident thereof?	<u>15</u> years.	How long, to your knowledge, has the applicant been such resident thereof?	<u>five</u> years, _____ months.
4. How long have you been acquainted with the applicant whose name is signed to the foregoing application for examination?	<u>five</u> years.	13. Of what county is the applicant such resident?	<u>Arapahoe</u>
5. Are you related to the applicant? If so, what is the relationship?	<u>no</u>	How long, to your knowledge, has the applicant been such resident thereof?	<u>five</u> years, _____ months.
6. To the best of your knowledge does the applicant use intoxicating beverages, tobacco, morphine, or opium? If so, which, and to what extent?	<u>Smokes tobacco</u>	14. Are each and all of the answers to the foregoing questions in your own handwriting?	<u>yes</u>
7. To the best of your knowledge has the applicant ever, in previous years, used the articles named? If so, which?	<u>Tobacco</u>		

Date, Sept 29th, 1899 (Signature of the voucher.) [Signature](P. O. Address.) No. 1486 Clayton Street; Denver Colorado.

(City.)

(State.)

1. What is your own age? (Age of voucher, not applicant, is wanted.)	34 years.	8. Does the applicant use profane, vulgar, or coarse language?	No.
2. What is your occupation?	Bank Teller	9. Are you aware of any circumstances tending to disqualify the applicant for the public service?	No.
3. (a) Of what State are you now a bona fide (legal) resident? Residence of voucher, not applicant, is wanted.	State of Colorado	10. Is the applicant a person of good moral character, and of good repute?	Yes.
(b) How long have you been such resident thereof? (See italicized part of above instructions.)	34 years.	11. Would you yourself trust the applicant with employment requiring undoubted honesty?	Yes.
(c) Of what State are you now an actual (bodily) resident?	State of Colorado	12. Of what State or Territory is the applicant an actual, bona fide [legal] resident?	Colorado.
(d) How long have you been such resident thereof?	34 years.	How long, to your knowledge, has the applicant been such resident thereof?	25 years, months.
4. How long have you been acquainted with the applicant whose name is signed to the foregoing application for examination?	25 years.	13. Of what county is the applicant such resident?	Arapahoe
5. Are you related to the applicant? If so, what is the relationship?	No.	How long, to your knowledge, has the applicant been such resident thereof?	25 years, months.
6. To the best of your knowledge does the applicant use intoxicating beverages, tobacco, morphine, or opium? If so, which, and to what extent?	No liquor Uses tobacco	14. Are each and all of the answers to the foregoing questions in your own handwriting?	Yes.
7. To the best of your knowledge has the applicant ever, in previous years, used the articles named? If so, which?	Tobacco only.		

Date, Sept 29, 1899 (Signature of the voucher.) Howard F. Crocker
(P. O. Address.) No. 1121 Josephine Street; Denver Colorado.
(City.) (State.)

MEDICAL CERTIFICATE.

The medical certificate is only required for the following-named positions or examinations: Railway Mail Clerk, Sanitary Inspector, Hospital Steward, Marine Engineer, Marine Hospital Attendant, Cadet Revenue Cutter Service, Inspector of Hulls, Inspector of Boilers, and special or extra examinations when the published notice so requires (not otherwise). Applicants for all other positions or examinations should not have the medical certificate executed.

N. B.—The examining physician is requested to read this certificate carefully before beginning the examination. Applicants for the Railway Mail Service must be examined divested of their clothing. Applicants for positions in the Marine Hospital and Revenue Cutter Services must be examined by physicians of the Marine Hospital Service. All entries upon this certificate must be written in ink.

1. What is the applicant's exact height in his bare feet? (The physician must himself measure the applicant.)	feet inches.	10. Has the applicant any defect in the functions of the brain or nervous system? If so, describe the defect, and state to what extent the applicant is affected.	
2. What is the applicant's exact weight in his ordinary clothing, without overcoat or hat? (The physician must himself weigh the applicant.)	pounds.	11. Give the measurements of the applicant's chest:	
3. Did you yourself weigh and measure the applicant?		At rest.	inches.
4. What is the condition of the applicant's sight? (If possible the test should be made with Snellen's cards and expressed in twentieths.)		At full inspiration.	inches.
If the applicant has any defect of sight in either eye describe fully.		At full expiration.	inches.
5. What is the condition of the applicant's hearing? (State the distance, in feet, at which he can hear the ticking of a closed watch held in the open hand, testing each ear with the other plugged.)	feet, right ear. feet, left ear.	12. Is the applicant's respiration full, free, and unobstructed in both lungs? If not, state to what extent obstructed.	
If he has any defect of hearing in either ear describe fully.		13. State the frequency of the action of the applicant's heart:	
6. What is the condition of the applicant's speech? If he has any defect of speech describe fully.		When sitting.	beats per minute.
7. What is the condition of the applicant's limbs? If he has any defect in either arm or in either leg describe fully. [Varicose veins, ulcers, or any deformity should be specially reported.]		When standing.	beats per minute.
8. Has the applicant any rupture, either inguinal, ventral, or femoral? If he has a rupture describe fully, stating extent, whether or not it is kept in place by a truss, and if the retention is satisfactory.		When standing after brief exercise. (The applicant should be required to hop on one foot the distance of about 12 feet.)	beats per minute.
9. Has the applicant varicocele, hydrocele, internal or external piles, fistula in ano, or any cutaneous disease? If so, describe the disease, and state to what extent the applicant is afflicted.		14. Are there indications in the heart's action of organic, muscular, or nervous derangement? If so, describe fully.	
		15. Are there indications that the applicant is addicted to the excessive use of intoxicating beverages, tobacco, or narcotics in any form? If so, describe fully.	
		16. Is the applicant capable of prolonged, severe, mental and physical exertion, and equal to the demands of a very exhausting occupation?	
		17. Is the applicant free from any form of disease or disability which is likely to unfit him for the performance of the work of the position for which he applies?	
		18. Are you a regularly licensed physician, and duly authorized by the laws of your State to practice medicine?	
		19. Of what medical institution are you a graduate?	

This space to be filled out by the applicant in his own handwriting, in the presence of the physician.

I certify that I have made a thorough examination of the above-named applicant, that each and all of the above answers are in my own handwriting and are true, and that the applicant wrote his signature, just above, in my presence.

(Signature of physician.)

Date, _____, 189

(P. O. address of physician.)



Before beginning to answer the questions within, applicants should read the following regulations governing the approval of applications, because they contain important information about the requirements:

X. Reexamination: A person who takes an examination is not eligible to the same kind of examination for one year from the date of his previous examination ; and no application shall be accepted which shows the applicant to be in this respect ineligible:

XVI. Applications part of Commission's records: Applications which have been approved or canceled and all examination papers of competitors form parts of the official records of the Commission, and can not, under any circumstances, be returned to the applicants or competitors.

Sec. 29. Custom-House Branch :	20	No limit.
All positions.....		
Sec. 30. Post-Office Branch :	21	40
Letter carrier.....		
All other positions.....	18	No limit.
Sec. 31. Government Printing Branch :		
All positions (male).....	21	No limit.
All positions (female).....	18	No limit.
Sec. 32. Internal-Revenue Branch :		
All positions.....	21	No limit.

(Initials)

UNITED STATES
SERVICE COMMISSION
RECEIVED
NOV 9 1899

Form No. 304.

APPLICATION FOR EXAMINATION

NOTE.—The applicant will carefully fill ALL blanks down to the heavy line.

Name Position, _____
(Give exact title, position or designation, as "clerk," "compositor," "watchman," etc.)

Branch of Service, _____
(As "Departmental," "Railway mail," "Indian," etc.)

N. B.—Applicant will write plainly his first name in full, middle initial or initials (if any), and surname in full (and if a woman, whether Miss or Mrs.), and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name of applicant, _____

Number and Street, _____

Post Office, _____

State or Territory, _____

To be examined at _____
(Specify city)

Date of examination, _____
(For scheduled examinations entries must accord with Sec. 9, "Manual of Examinations.")

Legal residence _____

State of _____

Age, last birthday, _____ years.

Applicant will not fill the following blanks:

Application examined by _____

Application _____ approved _____ 1899

By whom _____ approved _____

Notified of approval _____, 1899

Claim of preference, Section 1754, R. S., _____ allowed _____

On _____, 189 , File No. _____

Notified of standing, _____, 189

Entered register, _____, 189

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Place of Examination Denver Colo Date Sept. 28/00 Examination Number 24390

TO THE EXAMINER.—A copy of this sheet should be given to the competitor at the commencement of the examination and left on his table during the examination, and should be arranged and forwarded with the other sheets.

INSTRUCTIONS TO COMPETITORS.

Three consecutive hours are allowed for this examination, which comprises this preliminary sheet, three numbered sheets, and the "Last Sheet" or sheet of Personal Questions. Time consumed in filling Personal Questions sheet will not be considered. Be certain that all the sheets are issued to you.

Do not write on this sheet, except to note the information required in the above blanks, or soil it in any way. At the close of the examination it should be given to the examiner.

1. Your examination number will be found on the upper right-hand corner of the declaration sheet which will be given you. Write this number in its appropriate place on this sheet for use on each sheet of the examination.
2. See that each sheet received by you pertains to the kind of examination which you are taking, and take care that you do not omit any of the sheets. Competitors are held responsible for errors and omissions.
3. Note in the proper blank spaces the name of the examination, the place and date of the examination, the examination number, and the time of commencing and completing each examination sheet.
4. You are not limited in time on any sheet, but you should gauge your work so as to complete the examination within the prescribed limit of time. Time is reckoned from the moment of receiving the first examination sheet. No allowance will be made for time lost in or out of the examination room.
5. Do not leave the room, if possible to avoid it, with a sheet before you unfinished, for if you do the sheet will be taken up and will not be returned to you. A competitor in an examination of five hours or less is not allowed to leave the room until he has finished his examination, except in case of extreme necessity. No competitor shall leave the room at any time without permission of the examiner.
6. Read carefully the printed instructions on each sheet before commencing work thereon.
7. If necessary, the back of a sheet may be used to complete your work, unless directions to the contrary are printed on the sheet.
8. An examination sheet spoiled by you can not be exchanged for another of the same kind.
9. Perform all work on each examination sheet with ink.
10. Pencil and scratch paper may be used in preliminary work, except in the spelling exercise, which must be written with ink directly on the examination sheet from the dictation of the examiner.
11. Use no scratch paper except that furnished by the examiner in charge and, on completing an examination sheet, hand him the scratch paper pertaining to that sheet. Have all your work complete on the examination sheet, however, as the scratch paper is collected, not for consideration in the marking, but for destruction.
12. No helps of any kind are allowed. Before the examination is commenced, hand to the examiner any written or printed matter that you may have which might, if used, aid you in your work. Do not make a copy of any of the questions to be taken from the examination room.
13. All conversation or communication between competitors during the examination is strictly prohibited.
14. CAUTION.—Every competitor is cautioned not to attempt to copy from the work of any other competitor nor to permit any competitor to copy from his work or look over the sheets in his possession. All work, as soon as written, should be carefully covered with a blotter or turned over as the sheets are completed. Evidences of copying or collusion in an examination may result in the cancellation of the examination papers and in debarring those guilty from all future examinations.
15. All necessary explanations will be made to the whole class. Examiners are forbidden to explain the meaning of any question or to make any remarks or suggestions that may assist in its solution.
16. No unnecessary delay will occur in marking your papers, and you will be notified of your standing, whether you pass or fail, as soon as your papers are marked. You are requested not to increase the labors of the Commission by making inquiries in regard to your standing.

(N. B.—The competitor should not write in the form below.)

REPORT OF MARKS.

SUBJECTS.	Averages.	Relative weights.	Products of averages multiplied by weights.
Part I.—Educational.			
First—Arithmetic	99	4	396
Second—Letter-writing	80	3	240
Third—Penmanship	80	1	80
Fourth—Copying from plain copy	95	2	190
TOTAL		10	906
AVERAGE			91
Part II.—Noneducational.			
First—Age	100	1	100
Second—Character as a workman	90	4	360
Third—Experience	90	4	360
Fourth—Physical qualifications	95	1	95
TOTAL		10	915
AVERAGE			91
Part I—Average	91	3	273
Part II—Average	91	7	637
TOTAL		10	910
GENERAL AVERAGE			91

DECLARATION SHEET.

DIRECTIONS: Write the examination number, which is given above, on the accompanying envelope, and also on your preliminary sheet, and on each sheet of the examination. Make no error in transcribing this number, because it is the Commission's only means of identifying the examination sheets.

Fill all blanks on this sheet.

Write all answers and exercises with ink.

Write your name on no other sheet than this.

Carefully fold this sheet in four folds, from bottom to top twice, then place it in the envelope and seal the envelope.

DECLARATION.

I declare upon my honor that the answers to the following questions are true, to the best of my knowledge and belief:

Question 1. What is your name?

John S. Bay
Write your first name in full, your middle initial or initials, if you have any, and your surname in full. (Women should use the prefix "Miss" or "Mrs.")

Question 2. What examination have you been authorized to take?

Watchman

Give exact title of examination, as "departmental clerk," "railway mail clerk," "compositor," "watchman," etc.

Question 3. When and where were you born?

July 20 1868 Bloomington McLean Co. Illinois
Month. Day. Year. City or town. County. State.

Question 4. Where is your legal residence and how long have you been a legal resident there?

Denver, Arapahoe Co Colorado 11
City or town. County. State. Years. Months.

Question 5. What are the names of two persons who signed the vouchers to your application?

Albert Gould Mrs J. S. Fabling

Question 6. What is your exact height measured in your bare feet?

5
Feet.

8
Inches.

Question 7. What is your exact weight in ordinary clothing?

152#

Question 8. Are you now in physical condition to justify you in taking this examination at this time? (If the applicant is ill he must give information of the fact to the supervising examiner before commencing the examination, and state in answer to this question that he has done so.)

I am in excellent health at the present time

N. B.—Make signature identical with that used in application. If the P. O. address here given differs from that in the application, indicate such fact by note on the margin of this sheet.

(Signature),

John S. Bay

(Post-office address), Street,

3309 7 38th Ave

City or Town,

Denver

County,

Arapahoe

State,

Colorado

Examined at

Denver

State of

Colorado

this

28

day of

September

, 1901

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

MARKS.	
Possible credits	500
Total charges	—
Average	—

Competitor must
fill these blanks.

Time commenced 3 P.M. Date Sept 28 Examination No. 24390
Time finished 3.35 Place of Examination Denver Colorado

FIRST SUBJECT—ARITHMETIC.

N. B.—In solving problems the processes should be not merely indicated, but ALL THE FIGURES necessary in solving each problem should be GIVEN IN FULL, on this sheet. The answer to each problem should be indicated by writing "Ans." after it.

If more space is required use back of this sheet, numbering work to correspond with number of question.

Question 1. Add the following:

957,948
2,749,486,789
94,669,476
368,946,894
876,698,430
7,873,689
5,899,634,308

9998767831

Question 2. Divide 40,923,624 by 1,513.

1,513) 40,923,624 (27,048.
3026
10663
10591
7262
6052
12004
12104

Question 3. Multiply 3,949 by 7,016, and from the product subtract 1,719,097.

3949
7016
23694
3949
27643
27706184
1719097
25987087

Question 4. A real-estate dealer bought a lot containing 2,408 square feet at \$2.40 a square foot. He sold the lot for \$8,428. How much money did he gain on the sale of the lot?

2408
2.40
96320
4816
\$5,779.20
95
\$8,428.00
577920
Gained \$2,649.80

Question 5. In 1895 Kentucky and Connecticut together raised 193,795,333 pounds of tobacco. Kentucky alone raised 183,618,425 pounds. The same year North Carolina raised 31,866,712 pounds more than Connecticut. What was the total number of pounds raised in these three States that year?

193,795,333
183,618,425
10,176,908
31,866,712
42,043,620
193,795,333
235,838,953 Total number of pounds raised in the three States

MARK.

Letter-writing

UNITED STATES CIVIL SERVICE COMMISSION.

✓ MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Competitor must fill these blanks. { Time commenced 3:40 PM Date Sept 28th/901 Examination No. 24390
Time finished 4:18 PM Place of Examination Federal Bldg. Denver Colo

SECOND SUBJECT—LETTER-WRITING.

Write in the space below a letter of not less than 100 words on one (and only one) of the following subjects:

1. State the qualifications, both physical and mental, which, in your opinion, are requisite to the proper performance of the duties of the position which you seek.
2. Some of the effects of intemperance.

TO THE COMPETITOR.—The letter must be dated at the place where the examination is held, and be addressed to the "United States Civil Service Commission, Washington, D. C." The competitor must avoid allusion to his political or religious opinions or affiliations. The examination number, and not the name of the competitor, must be used for a signature to the letter.

This exercise is designed chiefly to test the competitor's skill in simple English composition. In marking the letter, its errors in form and address, in spelling, capitalization, punctuation, syntax, and style, and its adherence to the subject, will be considered.

United States Civil Service Commission
Washington D.C.

To that Honorable body:

Intemperance in its many phases, when we hear any persons speaking of "Temperance," or "Intemperance" we, naturally are drawn to think, that they refer to the uses of liquor. For instance Mr. A. says that Mr. B. is a very intemperate man, but he may be but at the same time, may be, a total abstainer from intoxicating liquor.

Dissipation in any way, may be truthfully called "Intemperance" but tends to lower the standard of Manhood.

Intemperance fills our "Asylums" our Penitentiaries. It causes men in positions of trust to become absentees, dishonest, and the Civil Service Commission, in selecting men for places of trust, as such, and had ought to be, very particular in choosing men who are not addicted to the use of intoxicating liquor in any form.

Very Truly

24390

MARK.
Penmanship <i>80</i>

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Competitor must
fill these blanks.

Time commenced *4:20 PM* Date *Sept 28th / 901* Examination No. *24390*
Time finished *4:31 PM* Place of Examination *Federal Bldg. Denver Colo*

THIRD SUBJECT—PENMANSHIP.

N. B.—The mark on penmanship will be determined by legibility, rapidity, neatness, and general appearance, and by correctness and uniformity in the formation of words, letters, and punctuation marks in the exercise on this sheet.

MARK.
Copying from plain copy <i>95</i>

FOURTH SUBJECT—COPYING FROM PLAIN COPY.

N. B.—Paragraph, spell, capitalize, and punctuate precisely as in the copy. All omissions and mistakes will be taken into consideration in marking this subject.

Penmanship will be marked on this exercise.

Make an exact written copy of the following:

Persons who are examined, whether they pass or fail, are not eligible to reexamination for the same position, or any position covered by the same examination, until approximately one year after the date of the former examination. Unless the needs of the service require otherwise, special reexamination within less than a year will be granted only in cases in which injustice has been suffered by act of the Commission or one of its agents.

Persons who are examined, whether they pass or fail, are not eligible to reexamination for the same position, or any position covered by the same examination, until approximately one year after the date of the former examination.

-5 Unless the needs of the service require otherwise, special reexamination within less than a year will be granted only in cases in which injustice has been suffered by act of the Commission or one of its agents.

ALL SERVICES—PERSONAL QUESTIONS.

(FOR USE IN ALL EXAMINATIONS EXCEPT INDIAN SERVICE.)

KIND OF EXAMINATION: *Memorandum & Essay*Competitor must
fill these blanks.

Time commenced *4:30 P.M.* Date *Sept 28th / 1901* Examination No. *24390*
 Time finished *5:05 P.M.* Place of Examination *Federal Bldg. Denver, Co.*

N. B.—This sheet must be completed by each competitor at the close of his examination. All the questions should be fully and specifically answered, as the answers may guide an appointing officer in making a selection. Any false statement made by a competitor in answer to the following questions will be considered sufficient cause for the cancellation of his examination papers, or for his removal from the public service in the event of his appointment. The time consumed in answering these questions will not be considered as part of the time allowed for the examination.

Question 1. State fully all the trades, professions, or other different occupations in which you have been engaged, giving the place and approximate length of service in each case, and your employers' names and addresses.

Farmed for myself in Hall Co. Neb. from March 1st 1886 to Sep. 1st 1890.

Went to work for the Denver Tramway Co as Conductor March 30th 1891. worked till Dec 12th 1897 for that Company. Jan 1st 1898 went in to the grocery business with I. B. H. Dufur 215 S. 7th St. and Aug in February 9th 1899 I was elected Secy of the Queen City Washing Machine Mfg Co which position I still hold. Our Company discontinued the Mfg of Washers in December 1900. Since Dec 1st 1900 I have been Salesman & Collector for Campbell Bros. Coal & Feed Co. J. C. Campbell Prop. 1648-50 Platte St.

Question 2. Give fully the extent of your education, naming the schools or institutions you have attended, stating the length of attendance at each, and the courses of study pursued.

My Education consists of a common school education. I attended the district schools of M. Co. Ill's beginning when I was but 5 years old my sister being the teacher. As my parents got the consent of the board for me to attend one year under age. the school age being 6 years. I studied all the common branches taught in the schools at that time attending regularly till I was 16 years of age.

The winter of 1888 when I was 18 I attended the High school at Elyssee Neb. where I studied Book-keeping, History, Spelling & Geography.

Question 3. Can you speak and translate any foreign languages? If so, what languages and to what extent?

Question 4. (a) Are you now employed?

(b) In what capacity?

(c) What salary are you receiving?

(d) By whom are you employed?

(e) State the highest salary you have received in any employment.

(f) In what capacity?

(g) By whom were you employed?

Question 5. What is the minimum salary you are willing to accept in the event of an appointment?

Question 6. Are you willing to accept a position in Washington, D. C.?

In your own State?

In neighboring States?

Anywhere?

Question 7. Are any members of your family, or any of your relatives, in the service of the Government? If so, state who they are, in what position, in what branch of the service, and the relationship.

Question 8. What courses of study have you pursued or what special preparation have you made for the examination you have just taken?

Question 9. Did you copy from the papers of any competitor or receive any aid whatever from any competitor, or in any other manner, during this examination?

Question 10. Did any competitor copy from your papers, or did you render any aid whatever to any competitor during this examination?

I hereby certify, upon my honor, that the answers to the foregoing questions are true, to the best of my knowledge and belief.

Examination Number, _____

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR COMPETITIVE REGISTRATION POSITIONS IN THE U. S. MINT AND ASSAY SERVICE.

N. B.—If in answer to any question hereon either in the application or in the vouchers more space is required, use blank paper, numbering answer to correspond to the question and attach securely to this form.

This form must be used in making application for competitive registration positions in the U. S. Mint and Assay Service. These positions are as follows: Schedule D, mechanical trades or other skilled positions: Adjuster, adjuster and reviewer, annealer, assistant custodian, assistant engineer, assistant inspector, assistant weigher, assistant foreman of coining room, assistant foreman of melting and refining department, assistant foreman of rolling room, assistant forewoman of adjusters, assistant in acid room, blacksmith, bullion sampler, carpenter, captain of watch, chief doorkeeper, classified laborer, classified workman, cleaner, conductor, counter, cutter, deposit melter, employee in sweep cellar, engineer, fireman, foreman in acid room, foreman in assayer's department, foreman of carpenters, foreman of cleaners, foreman of coining room, foreman of gold deposit melter's room, foreman of laborers, foreman of rolling room, forewoman of adjusters, gas fitter, gate keeper, gold boiler, helper in assayer's department, helper in coiner's department, helper in melter's and refiner's department, inspector, janitor, laboratory helper, machinist, melter and assistant melter of all kinds, messenger, millwright, minor-coin counter, oiler, painter, plumber, prover, roller, sewing woman, silver reducer, skilled workman in assayer's department, watchman, etc.

All answers must be in ink, and should be in the handwriting of the signer. Any false statements made in answer to the following questions will be considered sufficient cause for the cancellation of the application, or in the event of employment for removal from the service.

Applicants who pass the examination and are selected for appointment will be given a practical trial when they report for duty, and will be liable to immediate discharge if it is found that they do not possess the requisite skill or ability.

When this blank is completed it should be filed with the "Secretary of the Board of Examiners" at the Mint or Assay Office in which the applicant seeks employment.

To the United States Civil Service Commission:

I, the undersigned, hereby apply for the position of Watchman in the U. S. Mint at Denver, intending to accept the position if selected for appointment.

1. Answer the inquiries in the following table as to citizenship, place and date of birth, and age. [If a naturalized citizen, your certificate of naturalization, or the certificate of naturalization of one of your parents (if such parent was naturalized while you were a minor), with sworn statements of two disinterested citizens as to the reputed relationship, must be forwarded with the application. The certificate will be returned to you.]

Are you a citizen of the United States?	Place of birth?	Date of birth (give month, day, and year)?	Age on LAST birthday?
<u>Yes</u>	<u>St. Louis Mo.</u>	<u>March 4th 1853</u>	<u>47</u> years

2. Of what State or Territory and county or parish are you now an actual, bona fide (legal) resident, and how long have you been such resident thereof? (Continuous legal residence to exact date of the oath to this application must be shown.)

State or Territory.	Length of legal residence therein.	County or parish.	Length of legal residence in county or parish.
<u>Colorado</u>	<u>Not continuously</u> From <u>1873</u> to <u>1900</u> , to the date of jurat hereon (see below).	<u>Anasahoe</u>	<u>not continuously</u> <u>27</u> years.

3. In answer to the following inquiries give full statement of your employment in the Government Civil Service. Avoid any reference to politics or change of administration.

In what positions have you served?	In what Department or service were you employed?	For what period?	Did you voluntarily resign?	Were you discharged?
<u>Laborer</u>	<u>Mint</u>	From <u>Feb.</u> , 1898, to <u>Oct.</u> , 1900		<u>no</u>

4. Answer the inquiries in the following table as to military or naval service in the United States:

Were you ever in the U. S. military or naval service?	In what company and regiment, or on what vessel?	Dates of enlistment and discharge.	Was the discharge on account of disability incurred in line of duty?
<u>no</u>		Enlisted _____, 18____ Discharged _____, 18____	

5. Have you any other application on file, or is your name now on any register for appointment in any branch of the classified service? no
If so, for what branch and for what position? _____

6. Have you ever been convicted of, or indicted for, any crime? If so, inclose herewith a certified copy of the court proceedings, showing the essential facts in the case.

no

7. (a) Are you addicted to the use of intoxicating beverages, tobacco, morphine, opium, cocaine, or other narcotics? If so, to which, and to what extent?

(a) no

(b) Have you ever been addicted to the use of any of these articles? If so, to which, and to what extent?

(b) no

8. (a) Are you physically capable of a full discharge of the duties of the position to which you are seeking appointment?

(a) I am

(b) Have you any defect of sight in either eye? If so, describe it.

(b) no

(c) Have you any defect of speech? If so, describe it.

(c) no

(d) Have you any defect of limb? If so, describe it.

(d) no

(e) Have you rupture or other serious disability? If so, describe it.

(e) no

(f) Have you any defect of hearing? If so, describe it.

(f) no

(g) Have you any chronic disease? If so, describe it.

(g) no

(h) What is your height, measured in your bare feet?

(h) 5 feet, 8 inches.

(i) What is your weight, in your ordinary clothing?

(i) about 147 pounds.

9. (a) What is the present state of your health?

(a) Good

(b) During the past five years, have you had any disease, acute or chronic, of any nature whatever? If so, describe it fully and give the length of time you were incapacitated by reason thereof.

(b) no

10. (a) Are you married? (b) Have you ever been married?

(a) I am

(c) Are any members of your family in the United States Government service? If so, state in each case the relationship, the position held, and the office and branch of the service.

(c) no

11. If you are a graduate of a technical school where instruction is given in the mechanical industries, state the name of such school and submit evidence showing the course from which you were graduated.

No

12. The applicant should furnish here a complete comprehensive statement showing every kind of occupation he has followed since he first began work, including when and where he was so employed; the addresses of the different employers; the length of time he was employed by each, with dates; the salary paid him by each; and the exact nature of all the work which he performed for each. It is intended that this statement shall be a complete history of all experience the applicant has had in any occupation. (If more space is required, use blank paper, numbering your answer to correspond with the number of the question.)

- (1) Employed by Klopsmon on Fellum on Galveston Texas 1 year Dry Goods 75⁰⁰
- (2) Employed in my father's Establishment two years "Dry Goods" " 100⁰⁰
- (3) Employed in Denver by Daniels and Fisher 1882- " " 75⁰⁰
- (4) " " " " L. B. Weil " " 150⁰⁰
- (5) " " " " L. H. Goldman " " 125⁰⁰
- (6) Deputy Sheriff under Wm K Burchenill 1893. 100⁰⁰
- (7)
- (8) At Present Employed in U.S. Mint Denver as Laborer 37⁵ Per day.
- (9)
- (10)
- (11)
- (12)
- (13)

13. Give the names and addresses of five persons, preferably employers, who have knowledge of your experience and capacity in the trade or occupation in which you seek employment. (The persons named should be in addition to those who sign the vouchers for the applicant.)

NAMES.

ADDRESSES.

- (1) L. H. Goldman % Golden Eagle Dry Goods Denver
- (2) Sam Barrets "
- (3) David Kline "
- (4) S. L. Holzman "
- (5) Don Brady "

14. Are each and all of the answers to the foregoing questions in your own handwriting?

They are

(Signature of applicant.)

(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full.)

Amedee L. Britourg

(Post-office address. Give number, street, city, and State.)

2921 - Farset St Denver Colorado.

(Make exact duplicate of this signature and address on back of application.)

JURAT.

[The following oath must be taken before a NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, before whom the applicant must appear in person, and the OFFICER'S SIGNATURE MUST BE AUTHENTICATED BY OFFICIAL (IMPRESSION) SEAL. If the oath be taken before a justice of the peace or other officer who has not such official seal, his official character must be certified by the clerk of court, secretary of state, or other proper officer, under official seal.]

Subscribed and sworn to before me by the above-named applicant, to me personally known, this 31

day of August 1902, at Denver, county of Arapahoe, and State [or Territory or District] of Colorado

(Signature of officer.)

Charles F. Best

[OFFICIAL IMPRESSION SEAL.]

My Commission expires March 2-1904

(Official title.)

Notary Public

Each applicant must furnish vouchers of two persons as indicated below. The persons making the vouchers should be those by whom the applicant has been employed, or under whom or with whom he has worked at the trade or occupation in which he seeks employment. A voucher will not be accepted from the father, mother, sister, brother, wife, or child of the applicant, and not more than one voucher will be accepted from relatives of a more remote degree. The Commission or board of examiners will have the statements of applicants and the statements of those who execute the vouchers verified whenever found necessary, and will require such additional evidence as may be deemed essential.

The vouchers must be in ink and in the handwriting of the signers. The persons who sign the vouchers are notified that they may be called upon to furnish further information concerning their knowledge of the applicant.

VOUCHER No. 1.

I hereby certify that I am 41 years of age; that I am a legal resident of the State of Colo; that I have been such resident for 18 years; that for 10 years I have known A L Britourg, the applicant herein, living at Denver; that he is able-bodied, of good character, trustworthy, reliable, and of sober and industrious habits; and that in these respects he is qualified for the position of Watchman in the service in which he seeks employment, and that my occupation is that of Merchant Agar Tobacco

QUESTIONS.	ANSWERS.
1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident? How long, to your knowledge, has the applicant been such resident thereof?	State of <u>Colo</u> , County of <u>Grapthoe</u> <u>10</u> years <u>0</u> months.
2. What is the applicant's trade or occupation?	<u>Mint. Employee</u>
3. How long has he served at his trade or occupation?	<u>over 2 yrs.</u>
4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary.	<u>Yes</u>
5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity.	<u>No</u>
6. If the applicant has left your employ, or the person or firm by which you are employed, state when and why he left.	<u>"</u>

7. Considering the quality of work he is capable of performing, his rapidity as a workman, and his record as to habits of industry and carefulness in connection with his trade or occupation, how would you rate him for the work at which he seeks employment? (Answer in the following columns by the use of one of the following words: "Poor," "Average," "Excellent.")

Quality of work.	Quantity of work.	Habits of industry and carefulness.	Leave this blank.
(a) <u>Good</u>	(b) <u>Good</u>	(c) <u>Good</u>	(a)-----× 2 (b)-----× 2 (c)-----× 1 5 Average-----

8. In what particular branch of the trade or occupation in which he seeks employment is the applicant most proficient, and as far as you know how long has he been employed in that branch?	<u>my work</u>
9. Has the applicant a good knowledge of any other branches of the trade or occupation in which he seeks employment? If so, state what branches.	<u>Yes</u>
10. Do you know of any branch of his trade or occupation in which he is not entirely competent?	<u>very skilled Employment</u>
11. State in full the experience the applicant has had which in your opinion would tend to fit him for the position he seeks.	<u>Services Always Good</u>
12. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?	<u>would have full confidence</u>
13. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?	<u>known him for 10 yrs</u>
14. Are you related to the applicant? If so, state the relationship.	<u>No</u>
15. (a) Is the applicant addicted to the use of intoxicating liquors? (b) If so, to what extent?	(a) <u>No</u> (b) <u>none</u>
16. What is his general reputation and standing in the community in which he resides?	<u>Good</u>
17. Are you willing that this certificate shall be published for public information, and would you be willing to furnish additional information in regard to the applicant if called upon to do so?	<u>Yes</u>

Add any information which in your opinion tends to fit or unfit him for the position he seeks.

I CERTIFY, on honor, that the answers to the foregoing questions (in Voucher No. 1) are in my own handwriting, and are true in every particular to the best of my knowledge and belief.

(Signature of voucher.)

A L Morris

(Post-office address.)

1413 16th

Date 8/31, 1900

VOUCHER No. 2.

I hereby certify that I am 31 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 15 years; that for 12 years I have known Amedeo L. Trilong the applicant herein, living at 2921 Forest, that he is able-bodied, of good character, trustworthy, reliable, and of sober and industrious habits; and that in these respects he is qualified for the position of Watchman in the service in which he seeks employment, and that my occupation is that of General Mgr in charge

QUESTIONS.	ANSWERS.
1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident? How long, to your knowledge, has the applicant been such resident thereof?	State of <u>Colorado</u> , County of <u>Adapater</u> <u>about 12</u> years <u>0</u> months.
2. What is the applicant's trade or occupation?	<u>Employee at the mint.</u>

3. How long has he served at his trade or occupation? *About 2 1/2 yrs.*
4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary. *U. S. Mint*
5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity. *Has worked under me for 7 yrs.*
6. If the applicant has left your employ, or the person or firm by which you are employed, state when and why he left. *Left for better position*
7. Considering the quality of work he is capable of performing, his rapidity as a workman, and his record as to habits of industry and carefulness in connection with his trade or occupation, how would you rate him for the work at which he seeks employment? (Answer in the following columns by the use of one of the following words: "Poor," "Average," "Excellent.")

Quality of work.	Quantity of work.	Habits of industry and carefulness.	Leave this blank.	
(a) <i>Good</i>	(b) <i>Good</i>	(c) <i>Good</i>	(a)-----X 2	
			(b)-----X 2	
			(c)-----X 1	
			5	
			Average-----	

8. In what particular branch of the trade or occupation in which he seeks employment is the applicant most proficient, and as far as you know how long has he been employed in that branch?
9. Has the applicant a good knowledge of any other branches of the trade or occupation in which he seeks employment? If so, state what branches.
10. Do you know of any branch of his trade or occupation in which he is not entirely competent?
11. State in full the experience the applicant has had which in your opinion would tend to fit him for the position he seeks. *He is strictly business & punctual*
12. To what extent would you yourself give the applicant employment in a position similar to that which he seeks? *Would have full confidence*
13. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate? *Known him for 12 yrs.*
14. Are you related to the applicant? If so, state the relationship. *No.*
15. (a) Is the applicant addicted to the use of intoxicating liquors? (a) *No.*
(b) If so, to what extent? (b)
16. What is his general reputation and standing in the community in which he resides? *Good.*
17. Are you willing that this certificate shall be published for public information, and would you be willing to furnish additional information in regard to the applicant if called upon to do so? *Yes.*

Add any information which in your opinion tends to fit or unfit him for the position he seeks.

I CERTIFY, on honor, that the answers to the foregoing questions (in Voucher No. 2) are in my own handwriting, and are true in every particular to the best of my knowledge and belief.

(Signature of voucher.) *A. Schoyer*
Date, *Aug 31*, 1890. (Post-office address.) *1528 P. O. B.*

6-1132

Form 1115.

General average *92.26*

Application for *Watchman*
U. S. Mint and Assay Service.

Application No. *134*

N. B.—Applicant will write plainly his full name and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made in writing to the secretary of the local board.

Name, *Amédée L. Fribourg*
Number and street, *2921-Varroast St*
City or town, *Denver*
State or Territory, *Colorado*

Applicant will not fill the following blanks.

State, *Colorado*.
Age, *47* Education, *C.*
Application completed *Aug. 31*, 1890
Application approved *"*, 1890
By whom approved *A. Schoyer*
Notified of standing *"*, 189
Entered register *"*, 189

SUBJECTS.	MARKS.	WEIGHTS.	PRODUCTS OF MARKS MULTIPLIED BY WEIGHTS.
Age	<i>98</i>	1	<i>98</i>
Character as a workman	<i>90</i>	4	<i>360</i>
Experience	<i>90</i>	4	<i>360</i>
Physical condition	<i>90</i>	1	<i>90</i>
Total		10	<i>913</i>

Average *91.*

DECLARATION SHEET.

DIRECTIONS: Write the examination number, which is given above, on the accompanying envelope, and also on your preliminary sheet, and on each sheet of the examination. Make no error in transcribing this number, because it is the Commission's only means of identifying the examination sheets.

Fill all blanks on this sheet.

Write all answers and exercises with ink.

Write your name on no other sheet than this.

Carefully fold this sheet in four folds, from bottom to top twice, then place it in the envelope and seal the envelope.

DECLARATION.

I declare upon my honor that the answers to the following questions are true, to the best of my knowledge and belief:

Question 1. What is your name?

Verner W. Campbell

Write your first name in full, your middle initial or initials, if you have any, and your surname in full. (Women should use the prefix "Miss" or "Mrs.")

Question 2. What examination have you been authorized to take?

Assistant High Clerk

Give exact title of examination, as "departmental clerk," "railway mail clerk," "compositor," "watchman," etc.

Question 3. When and where were you born?

November 3 1872 Cleveland Cuyahoga Ohio

Month.

Day.

Year.

City or town.

County.

State.

Question 4. Where is your legal residence and how long have you been a legal resident there?

Denver Arapahoe Colorado 19 3

City or town.

County.

State.

Years.

Months.

Question 5. What are the names of two persons who signed the vouchers to your application?

C. E. Locke, E. L. Habart

Question 6. What is your exact height measured in your bare feet?

5

Feet.

11

Inches.

Question 7. What is your exact weight in ordinary clothing?

135 lbs.

Question 8. Are you now in physical condition to justify you in taking this examination at this time? (If the applicant is ill he must give information of the fact to the supervising examiner before commencing the examination, and state in answer to this question that he has done so.)

Yes.

N. B.—Make signature identical with that used in application. If the P. O. address here given differs from that in the application, indicate such fact by note on the margin of this sheet.

(Signature),

Verner W. Campbell

(Post-office address), Street,

2352 Clarkson

City or Town,

Denver

County,

Arapahoe

State,

Colo.

Examined at

Denver

State of

Colorado

this 28th

day of

September, 1901

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—Examination for Clerical Positions, Schedule C.

Place of Examination Denver, Colo. Date Sept 28, 1901 Examination Number 24233

This examination will be given for the positions of: Abstract clerk, assayer's computation clerk, assistant bookkeeper, assistant curator, assistant inspector, assistant weigh clerk, bank messenger, bookkeeper, cashier's clerk, clerk, copyist, inspector, medal clerk, pay clerk, registrar clerk, registrar of accounts, registrar of deposits, shipping clerk, statistical clerk, storekeeper, time clerk, warrant clerk, weigh clerk.

TO THE EXAMINER.—A copy of this sheet should be given to the competitor at the commencement of the examination and left on his table during the examination, and should be arranged and forwarded with the other sheets.

INSTRUCTIONS TO COMPETITORS.

Five consecutive hours are allowed for this examination, which comprises this preliminary sheet, five numbered sheets, and the "Last Sheet" or sheet of Personal Questions. Time consumed in filling Personal Questions sheet will not be considered. Be certain that all the sheets are issued to you.

Do not write on this sheet, except to note the information required in the above blanks, or soil it in any way. At the close of the examination it should be given to the examiner.

1. Your examination number will be found on the upper right-hand corner of the declaration sheet which will be given you. Write this number in its appropriate place on this sheet for use on each sheet of the examination.
2. See that each sheet received by you pertains to the kind of examination which you are taking, and take care that you do not omit any of the sheets. Competitors are held responsible for errors and omissions.
3. Note in the proper blank spaces the name of the examination, the place and date of the examination, the examination number, and the time of commencing and completing each examination sheet.
4. You are not limited in time on any sheet, but you should gauge your work so as to complete the examination within the prescribed limit of time. Time is reckoned from the moment of receiving the first examination sheet. No allowance will be made for time lost in or out of the examination room.
5. Do not leave the room, if possible to avoid it, with a sheet before you unfinished, for if you do the sheet will be taken up and will not be returned to you. A competitor in an examination of five hours or less is not allowed to leave the room until he has finished his examination, except in case of extreme necessity. No competitor shall leave the room at any time without permission of the examiner.
6. Read carefully the printed instructions on each sheet before commencing work thereon.
7. If necessary, the back of a sheet may be used to complete your work, unless directions to the contrary are printed on the sheet.
8. An examination sheet spoiled by you can not be exchanged for another of the same kind.
9. Perform all work on each examination sheet with ink.
10. Pencil and scratch paper may be used in preliminary work, except in the spelling exercise, which must be written with ink, directly on the examination sheet from the dictation of the examiner.
11. Use no scratch paper except that furnished by the examiner in charge, and, on completing an examination sheet, hand him the scratch paper pertaining to that sheet. Have all your work complete on the examination sheet, however, as the scratch paper is collected, not for consideration in the marking, but for destruction.
12. No helps of any kind are allowed. Before the examination is commenced, hand to the examiner any written or printed matter that you may have which might, if used, aid you in your work. Do not make a copy of any of the questions to be taken from the examination room.
13. All conversation or communication between competitors during the examination is strictly prohibited.
14. Do not copy or attempt to copy from the work of any competitor, or permit any competitor to copy from your work, or to read the examination sheets in your possession.
15. All necessary explanations will be made to the whole class. Examiners are forbidden to explain the meaning of any question or to make any remarks or suggestions that may assist in its solution.
16. No unnecessary delay will occur in marking your papers, and you will be notified of your standing, whether you pass or fail, as soon as your papers are marked. You are requested not to increase the labors of the Commission by making inquiries in regard to your standing.

(N. B.—The competitor will not write in the form below.)

REPORT OF MARKS.

WASHINGTON, D. C., _____, 1.

SUBJECTS.	Averages.	Relative weights.	Products of averages multiplied by weights.
First—Spelling (First grade)...	80	2	160
Second—Arithmetic "	86	5	430
Third—Letter-writing "	83	5	415
Fourth—Penmanship "	83	2	166
Fifth—Copying from plain copy (First grade)...	99	3	297
Sixth—Elements of accounts "	70	3	210
TOTAL.....		20	1678
GENERAL AVERAGE.....			83.90

July, 1901.

MARK.

UNITED STATES CIVIL SERVICE COMMISSION.

Competitor must fill these blanks.

Spelling

Mint and Assay

Service, Assistant

Schedule 6. High School Examination.

FIRST GRADE.

NOTE.—The Examiner will dictate to the whole class the time of commencing and finishing this sheet.

Competitor must fill these blanks.

Time commenced 9.38

Date Sept 28, 1901

Examination No. 24333

Time finished 9.45

Place of Examination

Denver, Colorado

FIRST SUBJECT—SPELLING.

Spelling, as dictated by the Examiner—the words to be written in the blank spaces below:
 (NOTE.—Commence all words with capital letters.)

1 Prodigious

11 Primerily

2 Ordnance

12 Unwieldy

3 Reverberate

13 Preceding

4 Criterion

14 Gazetteer

5 Incessant

15 Schuytkill

6 Embellish

16 Embarrass

7 Mythical

17 Parallel

8 Effrontery

18 Mercantile

9 Susseptible

19 Effervesce

10 Buoyant

20 Marshall

20

Sept., 1901.

UNITED STATES CIVIL SERVICE COMMISSION.

MARKS.	
Possible credits	500
Total charges	70
Average	86

Competitor must fill these blanks.

Mint and Assay Service, Schedule C Examination.

FIRST GRADE.

Competitor must fill these blanks. Time commenced 9.48 Date Sept 28, 1901 Examination No. 24333
Time finished 11.18 Place of Examination Denver, Colo.

SECOND SUBJECT—ARITHMETIC.

N. B.—In solving problems the processes should be not merely indicated, but ALL THE FIGURES necessary in solving each problem should be GIVEN IN FULL, on this sheet. The answer to each problem should be indicated by writing "Ans." after it.

If more space is required use back of this sheet, numbering work to correspond with number of question.

Question 1. Add the following numbers across, placing the totals in the spaces provided, and find the grand total:

			Totals.
\$47,309	\$6,389	\$39,724	\$ 93,422
7,327	8,631	6,628	22,586
98,734	3,326	736	1,02,796
3,172	79,107	46,358	1,28,637
43,538	9,355	45,979	98,872
19,828	8,562	8,755	37,145
469	360	387	1,216
34,489	8,295	35,628	78,412
93,156	775	82,286	1,76,217
7,876	56,534	6,858	71,268
6,896	46,370	619	53,885
67,809	9,627	39,647	1,17,083
Grand total			\$ 981,539

Question 3. C holds a note against D for \$1,200, due in 1 yr. 4 mo. 24 da., without grace, and with interest from date at 5 per cent per annum. One hundred fifty days before maturity of this note, C has it discounted at 6 per cent per annum, without grace: how much money should C receive for it?

(In computing interest and discount, consider 30 da.=1 mo.; 12 mo.=1 yr.)

1200
#60.00 Int 1 yr. 4 mo. 24 da.
20. " 4 mo.
4. " 24 da.
\$84.00
1200
\$1284.00
30
\$1254.00
1200
12772.00
6.
5.
30.
1200
1254.00 Ans.

Question 2. Multiply $120\frac{3}{4}$ by 404.5, divide the product by 80.9, and to the quotient add $\frac{1}{7}$ of .4471.

$120\frac{3}{4} \times 404.5 = 48570.375$
 $48570.375 \div 80.9 = 600.375$
 $600.375 + \frac{1}{7} \times .4471 = 600.375 + .06387 = 600.43887$
Ans. 600.43887

Question 4. A and B each bought a farm, each paying the same price. A sold his for \$9,810, making $12\frac{1}{2}\%$ of the cost. B sold his for \$11,772. What per cent of the cost did B make?

$1.125 \times 9810 = 11062.5$
Price each paid \$11062.5
A sold for \$9810
Loss \$1252.5
B sold for \$11772
Gain \$709.5
% gain $\frac{709.5}{11062.5} = 6.41\%$

Question 5. SEE BACK OF THIS SHEET.

N. B.—IF MORE SPACE IS REQUIRED USE BACK OF THIS SHEET.

Make in the form below an itemized statement of the above account as it should appear taken from the books of Rowe; make the proper heading; close the account; and bring down the balance as it should appear April 1, 1901.

Make in the form below an itemized statement of the above account as it should appear taken from the books of Rowe; make the proper heading; close the account; and bring down the balance as it should appear April 1, 1901.

(-20)

Sept., 1901.

MARK.

Letter-writing

UNITED STATES CIVIL SERVICE COMMISSION.

Competitor must fill these blanks.

Mint and Assay Service, *Schedule C* Examination.
FIRST GRADE.

Competitor must fill these blanks. { Time commenced *11, 19* Date *Sept 28, 1901* Examination No. *24333*
 { Time finished *11, 45* Place of Examination *Denver, Colo*

THIRD SUBJECT—LETTER-WRITING.

Write in the space below a letter of not less than 150 words on *one* (and only one) of the following subjects:

1. Your views as to whether or not people should be taxed on their personal property.
2. Your views as to whether or not labor unions are a benefit to the public.

TO THE COMPETITOR.—The letter must be dated at the place where the examination is held, and be addressed to the "United States Civil Service Commission, Washington, D. C." The competitor must avoid allusion to his political or religious opinions or affiliations. The examination number, and not the name of the competitor, must be used for a signature to the letter.

This exercise is designed chiefly to test the competitor's skill in simple English composition. In marking the letter, its errors in form and address, in spelling, capitalization, punctuation, syntax, and style, and its adherence to the subject, will be considered.

Denver, Colo., Sept. 28, 1901

*United States Civil Service Commission,
 Washington, D. C.,*

Gentlemen:—Labor unions as a general rule are of great material benefit to the members comprising them, but as the majority of so-called organizations have not been conducted in the manner originally intended by their organizers, they are more of a menace to life and personal property than they are a help to any individual, or body of people.

Labor unions have a tendency to build up a country and are great educators of the masses. My personal opinion is that they are more of a detriment than a help at the present time as the strikes of the past few years have demoralized all the good intentions and purposes they were organized for.

They are a benefit, inasmuch as they educate their members socially in the manner of bringing out their good qualities, and in that way take off the rough appearance they would naturally present otherwise. But when a strike is ordered by the head of the society it offsets all the good effects and its members are worse off than if such a society had never come into existence. Hoping this will explain my

N. B.—IF MORE SPACE IS REQUIRED USE BACK OF THIS SHEET. (over)

position on the subject, I will close.
Very respectfully,
24333.

Sept., 1901.

UNITED STATES CIVIL SERVICE COMMISSION.

MARK

Penmanship

Competitor must fill these blanks.

Mint and Assay Service, Schedule C Examination.
FIRST GRADE.

Competitor must fill these blanks. { Time commenced 11.47 Date Sept. 28, 1901 Examination No. 24333
 { Time finished 12.02 Place of Examination Denver, Col.

FOURTH SUBJECT—PENMANSHIP.

N. B.—The mark on penmanship will be determined by legibility, rapidity, neatness, and general appearance, and by correctness and uniformity in the formation of words, letters, and punctuation marks in the exercise on this sheet.

FIFTH SUBJECT—COPYING FROM PLAIN COPY.

MARK

Copying from plain copy

N. B.—Paragraph, spell, capitalize, and punctuate precisely as in copy. All omissions and mistakes will be taken into consideration in marking this subject.

Penmanship will be marked on this exercise.

Make an exact written copy of the following: *amw*

The experience of this office has convinced me that one of the essentials to securing sufficient guarantees for faithful performance is that the contractor shall reside on or contiguous to the route on which the service is to be performed. It is true that there is another statute which provides that every bid to be considered shall be accompanied with a bond, but it is not sufficient to say that in the event of a contractor's failure the Department may possible recover on the bond the pecuniary damage it suffers in reletting the service. The primary object of the several acts of Congress is to secure to the public regular and effective mail service contemplated by the advertisements and contracts, and while certain essentials are prescribed by law, it is left to the Department to determine what shall be the sufficient guaranties for proper performance of service.—(Report of Postmaster-General, p. 208.)

The experience of this office has convinced me that one of the essentials to securing sufficient guarantees for faithful performance is that the contractor shall reside on or contiguous to the route on which the service is to be performed. It is true that there is another statute which provides that every bid to be considered shall be accompanied with a bond, but it is not sufficient to say that in the event of a contractor's failure the Department may possible recover on the bond the pecuniary damage it suffers in reletting the service. The primary object of the several acts of Congress is to secure to the public regular and effective mail service contemplated by the advertisements and contracts, and while certain essentials are prescribed by law, it is left to the Department to determine what shall be the sufficient guaranties for proper performance of service.—(Report of Postmaster-General, p. 208.)

Competitor must fill these blanks.

(Time commenced 12.05 Date Sept. 28, 1901 Examination No. 24333
(Time finished 12.25 Place of Examination Denver, Colorado.

SIXTH SUBJECT—ELEMENTS OF ACCOUNTS.

Make an itemized statement of the above account as it should appear taken from the books of Brown; make a proper heading, close the account, and bring down the balance as it should appear June 1, 1901.

James Mercer in account with Henry Brown
1901 Dr. 1901 Cr.

[illegible]

ALL SERVICES—PERSONAL QUESTIONS.

(FOR USE IN ALL EXAMINATIONS EXCEPT INDIAN SERVICE.)

KIND OF EXAMINATION: *Mint and Assay*

Competitor must fill these blanks. { Time commenced *12, 28* Date *Sept 28, 1901* Examination No. *24333*
 { Time finished *12, 37* Place of Examination *Denver, Colo.*

N. B.—This sheet must be completed by each competitor at the close of his examination. All the questions should be fully and specifically answered, as the answers may guide an appointing officer in making a selection. Any false statement made by a competitor in answer to the following questions will be considered sufficient cause for the cancellation of his examination papers, or for his removal from the public service in the event of his appointment. The time consumed in answering these questions will not be considered as part of the time allowed for the examination.

Question 1. State fully all the trades, professions, or other different occupations in which you have been engaged, giving the place and approximate length of service in each case, and your employers' names and addresses.

Bookkeeper, 2 1/3 years Elgan Engraving Co., Denver, Colo.
Clerk, 3 months, Knight & Atmore Denver, Colo.
Musician, 5 years — — — —
Soldier, 1 1/2 years. U. S. Gov't. Manila, P. I.
Post office clerk 2 1/2 years U. S. Gov't. Denver, Colo.

Question 2. Give fully the extent of your education, naming the schools or institutions you have attended, stating the length of attendance at each, and the courses of study pursued.

Longfellow School 1882 - 1883 Ordinary school course
Whittier School 1884 - 1888 " " "
High School 1889 " " "
Central Business College 1896 Business course

Question 3. Can you speak and translate any foreign languages? If so, what languages and to what extent?

No.

Question 4. (a) Are you now employed?

Yes

(b) In what capacity?

Post office clerk

(c) What salary are you receiving?

\$700⁰⁰ per year

(d) By whom are you employed?

U. S. Government

(e) State the highest salary you have received in any employment.

\$700⁰⁰ per year

(f) In what capacity?

Post office clerk

(g) By whom were you employed?

U. S. Government

Question 5. What is the minimum salary you are willing to accept in the event of an appointment?

\$1200⁰⁰ per year

Question 6. Are you willing to accept a position in Washington, D. C.?

No.

In your own State?

Yes

In neighboring States?

No.

Anywhere?

California

Question 7. Are any members of your family, or any of your relatives, in the service of the Government? If so, state who they are, in what position, in what branch of the service, and the relationship.

No.

Question 8. What courses of study have you pursued or what special preparation have you made for the examination you have just taken?

None.

Question 9. Did you copy from the papers of any competitor or receive any aid whatever from any competitor, or in any other manner, during this examination?

No.

Question 10. Did any competitor copy from your papers, or did you render any aid whatever to any competitor during this examination?

Not that I am aware of. No.

I hereby certify, upon my honor, that the answers to the foregoing questions are true, to the best of my knowledge and belief.

Examination Number 24333

Denver, Colo., Sept. 17th, 1901.

To the Civil Service Commission,

Gentlemen :-

Having known Mr. Verner W. Campbell for a number of years, in fact almost from childhood, I have no hesitation in recommending him for any position he may seek.

He served with the First Colorado in the Phillipines during the Spanish-American War.

He has been employed in the Denver Post-Office for several years and is trustworthy and reliable in every particular, and unusually competent and energetic in all places of importance entrusted to him.

Respectfully,

.....*John Kennedy*.....

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR EXAMINATION.

IMPORTANT INSTRUCTIONS.

1. Read carefully the entire application form, consisting of four pages, and the Regulations printed on the back of this blank before writing your answers.
2. Write your answers in your own handwriting, with ink. (An applicant for a position requiring no educational examination may, if he can not write, have his answers written by another, and may sign by mark.)
3. Answer ALL questions—CAREFULLY and CORRECTLY.
4. Do NOT use this blank for Post Office, Custom-House, Internal Revenue, Life Saving, or Light House examinations. (Follow Section 10, Manual.)
5. Remember that ALL your answers are under oath.

6. There must be absolutely no discrepancies in the statements made, or in the manner of writing your name throughout the application and vouchers. (The applicant will be held responsible for this.)
7. Avoid all reference to religion, politics, or change of administration. (Failure to comply will cause your application to be returned or disapproved.)
8. Applicants should also carefully examine the "Jurat," "Officer's Certificate," and "Vouchers" Nos. 1 and 2, after they have been completed, to determine whether all blank spaces have been properly filled.

To the United States Civil Service Commission, Washington, D. C.:

I, the undersigned, hereby apply to be admitted to the examination named below, intending to accept the position for which examined if selected for appointment.

Fill in the following blanks with the utmost care; an error may delay or prevent your examination.

1. BRANCH OF SERVICE. As "Departmental," "Indian," etc. For list of services see Sec. 49, Manual.		NAME OF EXAMINATION OR POSITION. Give exact title, as "clerk," "teacher," "watchman," etc.	
Mint and Assay		Assistant High Clerk	
2. PLACE OF EXAMINATION. In selecting places and dates of regularly scheduled examinations, follow closely Sec. 9 of the Manual. (For special or extra examinations, follow published announcements.)		DATE OF EXAMINATION.	
Denver, Colo. City. State.		Sept 28, 1901 (Month.) (Day of Month.) (Year.)	
3. Are you a citizen of the United States? Before answering read Reg. V.	Date of birth (give month, day, and year)? Applicants can not be examined unless U. S. limits. (See	Age on LAST birthday? citizens and within proper age back of blank.)	Place of birth? (Foreign born citizens must prove citizenship as specified in Reg. V.)
Yes	Nov 2, 1872	28 years.	Cleveland, Ohio.
4. Of what State or Territory are you an actual bona fide (legal) resident? Before answering read Reg. VI.	Length of legal residence therein? (The latter part of date must be the same month and year, at least, as shown in "Jurat.")	Of what County are you an actual bona fide (legal) resident?	Length of legal residence in County. (The latter part of date must be the same month and year, at least, as shown in "Jurat.")
Colorado	From June, 1879 to Sept., 1901	Arapahoe	From June, 1879 to Sept., 1901
5. Were you ever in the service of the U. S. Government?	In what department or service were you employed?	For what period were you employed?	Were you discharged? Cause not required.
Yes	Post office	From May, 1897 to Sept., 1901	No
6. Were you ever in the U. S. military or naval service?	In what company and regiment, or on what vessel? Do not give service in State militia.	Dates of enlistment and discharge.	Was the discharge on account of disability incurred in line of duty? See sec. 45, Manual.
Yes	Non Com Staff 1st Co. 7th Va	Enlisted May 1, 1898 Discharged Sept 8, 1899	No
7. Have you ever been examined by this Commission for any branch of the U. S. Government service?	In what cities were you examined?	Name each examination taken?	Give the date of each examination.
Yes	Denver, Colo	Letter Carrier Post office Clerk	Oct. 7, 1893 Feb. 4 - 1897
			Passed Passed
8. Have you any other application on file for examination for the classified civil service?	If so, for what examination? Name each kind.	Is your name on any register of eligibles?	If so, name each register.
No		No	
9. Do you use intoxicating beverages? If so, to what extent? Answer fully.	Do you use tobacco?	Do you use morphine or opium?	Are you now married?
No	No	No	Yes
10. Have you ever been convicted of or indicted for any crime? If so, inclose herewith a certified copy of the court proceedings, showing the facts.	Have you any chronic disease? If so, what?	Have you any defect of sight in either eye? If so, describe it fully.	Have you any defect of speech? If so, describe it fully.
No	No	No	No
11. Have you any defect of limb? If so, describe fully.	Have you any defect of hearing? If so, describe it fully.	Are you physically capable of a full discharge of the duties of the position sought?	What is your exact weight in ordinary clothing, without hat or overcoat?
No	No	Yes	135 pounds.
			5 feet 11 inches.
12. Have you had any experience in the profession or occupation in which you seek employment? If so, state what experience and for what length of time.	Name all the occupations you have ever pursued, and state your experience in each. (Use margin of blank if necessary.)		
No	Bookkeeper 2 1/2 years Musician 5 years Soldier 1 1/2 years P. O. Clerk 3 years		
13. What has been your principal business or occupation for each of the past four years?	Year 1897 Post office Clerk P. O. Clerk - Year 1898 Soldier - Year 1899 P. O. Clerk - Year 1900 P. O. Clerk		
14. Are you engaged in the prosecution of claims against the U. S. Government? (See section 5498 R. S.)	No		
15. Are any members of your family in the U. S. Government service? If so, state in each case the relationship, the position held, and the office and branch of the service.	No		
Are each and all of the answers to the foregoing questions in your own handwriting?			Yes

I CERTIFY that the foregoing answers are in my own handwriting, and are true to the best of my knowledge and belief.

(Signature of applicant)

(Sign your first name in full, your middle initial, or initials, if you have any, and your surname in full.)

(P. O. address. Give number, street, city, and State, Territory, or District of Columbia.)

2352 Clarkson St. Denver, Colo.
(Make exact duplicate of this signature and address on back of application.)

JURAT, OR OATH.

[The following oath may be taken at any place in the United States most convenient to applicant, before any NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, to whom the applicant is personally known, and before whom the applicant must appear in person. THE OFFICER'S SIGNATURE MUST BE AUTHENTICATED BY OFFICIAL (IMPRESSION) SEAL. If the oath be taken before a justice of the peace or other officer who has not such seal, his official character must be certified by the clerk of court, secretary of state, or other proper officer, under official seal.]

Subscribed and sworn to before me by the above-named applicant, to me personally known, this 16th day of September, 1901, at Denver, county of Arapahoe, and State [or Territory or District] of Colorado

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.)

William S. ThompsonMY COMMISSION EXPIRES April 4th 1903

(Official title.)

Notary Public

The official seal must not be omitted on "jurat" unless the officer who executes the jurat is an officer of the county claimed by applicant as legal residence and executes the officer's certificate, in which event, if the seal be impressed on the "certificate," it need not be impressed on the "jurat." (See below.)

OFFICER'S CERTIFICATE.

This certificate must be executed by an officer in the county in which applicant claims legal residence, who must attach his official (impression) seal. A notary public, county, municipal, or police court clerk, mayor, justice of the peace, or other officer may execute the certificate, provided he has an official (impression) seal, or, in lieu thereof, that his official character is certified to by proper officer, under official seal, and provided he is an actual resident and officer in the same county claimed by the applicant. No certificate will be accepted without such seal unless the official character of the officer is certified to by the clerk of court or other proper officer under official (impression) seal. Applicants for positions in the Departments and offices at Washington, D. C., which are subject to the law of apportionment must show a legal residence in the county where legal residence is claimed of not less than six months next preceding date of application. (Sup. Rev. Stat., Vol. I, P. 772.) Applicants for positions in the Departmental service outside of Washington, D. C. (including positions in Railway Mail, Indian, Custodian, Light-House, Marine Hospital, Steamboat Inspection, Engineer, Ordnance, Mint, Pension Agency, Revenue Cutter, and Subtreasury services), and positions in the Departments and offices at Washington, D. C., which are not subject to the law of apportionment, must also furnish this certificate, but any specified period of time, more or less than six months, will be accepted.

I, a Notary Public of the county of Arapahoe and State [or Territory] of Colorado, do hereby certify that Vener W. Campbell

(Write name to agree exactly with applicant's signature.)

the applicant, who signs the above application for civil service examination, is now an actual, bona fide (legal)

resident of the county of Arapahoe and State [or Territory] of Colorado

(N. B.—Legal and bodily residence are not necessarily the same. See Reg. VI, on back hereof.)

and has been such resident for 19 years, — months, next preceding the date hereof.

Dated at Denver, county of Arapahoe, and

State [or Territory] of Colorado, this 16th day of September, 1901

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.)

William S. ThompsonMY COMMISSION EXPIRES April 4th 1903Notary Public

The official seal must not be omitted. Any addition or alteration in the printed wording will nullify the certificate.

VOUCHERS.

(Avoid all allusion to religion and politics.)

Every person filing application on this form must furnish the vouchers of two citizens of the United States. Vouchers must be at least 21 years of age, acquainted with applicant not less than 6 months, and must also be both legal and actual bodily residents of the State, Territory, or the District of Columbia, in accordance with the legal residence as shown by applicant in answer to Question 4 of application, first page. Vouchers will not be accepted from the father, mother, sister, brother, husband, wife, or child of applicant, and at least one voucher must not be related to the applicant even more remotely. Of the four certificates on this blank (officer's, medical, and two vouchers) no person may sign more than one. No recommendation other than those provided for hereon will be accepted by the Commission. (All questions must be answered and all answers must be in ink, in the handwriting of the signer. "Do not know" will not be accepted as answer to any question.)

VOUCHER NO. 1.

(Follow carefully the above instructions.)

1. What is your own age? (Age of voucher, not applicant, is wanted.)	<u>56</u> years.	8. Does the applicant use profane, vulgar, or coarse language?	<u>No</u>
2. What is your occupation?	<u>Physician</u>	9. Are you aware of any circumstances tending to disqualify the applicant for the public service?	<u>No</u>
3. (a) Of what State are you now a bona fide (legal) resident? Residence of voucher, not applicant, is wanted.	State of <u>Colorado</u>	10. Is the applicant a person of good moral character, and of good repute?	<u>Yes</u>
(b) How long have you been such resident thereof? (See italicized part of above instructions.)	<u>Ten</u> years.	11. Would you yourself trust the applicant with employment requiring undoubted honesty?	<u>Yes</u>
(c) Of what State are you now an actual (bodily) resident?	State of <u>Colorado</u>	12. Of what State or Territory is the applicant an actual, bona fide [legal] resident?	<u>Colorado</u>
(d) How long have you been such resident thereof?	<u>Ten</u> years.	How long, to your knowledge, has the applicant been such resident thereof?	<u>About 6</u> years, <u>—</u> months.
4. How long have you been acquainted with the applicant whose name is signed to the foregoing application for examination?	<u>Six</u> years.	13. Of what county is the applicant such resident?	<u>Arapahoe</u>
5. Are you related to the applicant? If so, what is the relationship?	<u>No</u>	How long, to your knowledge, has the applicant been such resident thereof?	<u>About 6</u> years, <u>—</u> months.
6. To the best of your knowledge does the applicant use intoxicating beverages, tobacco, morphine, or opium? If so, which, and to what extent?	<u>No to all</u>	14. Are each and all of the answers to the foregoing questions in your own handwriting?	<u>Yes</u>
7. To the best of your knowledge has the applicant ever, in previous years, used the articles named? If so, which?	<u>No</u>		

Date, Sept. 13th 1901 (Signature of the voucher.) Chas. E. Lowe M.D.

(P. O. Address.) No. 1349 California Street; Denver Colorado

(City.)

(State.)

1. What is your own age? (Age of voucher, not applicant, is wanted.)	5-6 years.	8. Does the applicant use profane, vulgar, or coarse language?	No
2. What is your occupation?	Head Janitor U.S. City	9. Are you aware of any circumstances tending to disqualify the applicant for the public service?	No
3. (a) Of what State are you now a bona fide (legal) resident? Residence of voucher, not applicant, is wanted.	State of Colorado	10. Is the applicant a person of good moral character, and of good repute?	Yes
(b) How long have you been such resident thereof?	12 1/2 years.	11. Would you yourself trust the applicant with employment requiring undoubted honesty?	Yes
(c) Of what State are you now an actual (bodily) resident?	State of Colorado	12. Of what State or Territory is the applicant an actual, bona fide [legal] resident?	Colorado
(d) How long have you been such resident thereof?	12 1/2 years.	How long, to your knowledge, has the applicant been such resident thereof?	10 years, months.
4. How long have you been acquainted with the applicant whose name is signed to the foregoing application for examination?	10 years.	13. Of what county is the applicant such resident?	Adams
5. Are you related to the applicant? If so, what is the relationship?	No	How long, to your knowledge, has the applicant been such resident thereof?	10 years, months.
6. To the best of your knowledge does the applicant use intoxicating beverages, tobacco, morphine, or opium? If so, which, and to what extent?	None in any form	14. Are each and all of the answers to the foregoing questions in your own handwriting?	Yes
7. To the best of your knowledge has the applicant ever, in previous years, used the articles named? If so, which?	Never		

Date, Sept 13th 1901

(Signature of the voucher.)

L. H. Hotal-

(P. O. Address.) No. 2223 M 31st Ave

Street;

Denver

(City.)

Colorado

(State.)

MEDICAL CERTIFICATE.

The medical certificate is only required for the following-named positions or examinations: Railway Mail Clerk, Sanitary Inspector, Hospital Steward, Marine Engineer, Marine Hospital Attendant, Cadet Revenue Cutter Service, Inspector of Hulls, Inspector of Boilers, and special or extra examinations when the published notice so requires (not otherwise). Applicants for all other positions or examinations should not have the medical certificate executed.

N. B.—The examining physician is requested to read this certificate carefully before beginning the examination. Applicants for the Railway Mail Service must be examined divested of their clothing. Applicants for positions in the Marine Hospital and Revenue Cutter Services must be examined by physicians of the Marine Hospital Service. All entries upon this certificate must be written in ink.

1. What is the applicant's exact height in his bare feet? (The physician must himself measure the applicant.)	feet inches.	10. Has the applicant any defect in the functions of the brain or nervous system?	
2. What is the applicant's exact weight in his ordinary clothing, without overcoat or hat? (The physician must himself weigh the applicant.)	pounds.	If so, describe the defect, and state to what extent the applicant is affected.	
3. Did you yourself weigh and measure the applicant?		11. Give the measurements of the applicant's chest:	
4. What is the condition of the applicant's sight? (If possible the test should be made with Snellen's cards and expressed in twentieths.)		At rest.	inches.
If the applicant has any defect of sight in either eye describe fully.		At full inspiration.	inches.
5. What is the condition of the applicant's hearing? (State the distance, in feet, at which he can hear the ticking of a closed watch held in the open hand, testing each ear with the other plugged.)	feet, right ear.	At full expiration.	inches.
If he has any defect of hearing in either ear describe fully.	feet, left ear.	12. Is the applicant's respiration full, free, and unobstructed in both lungs?	
6. What is the condition of the applicant's speech?		If not, state to what extent obstructed.	
If he has any defect of speech describe fully.		13. State the frequency of the action of the applicant's heart:	
7. What is the condition of the applicant's limbs?		When sitting.	beats per minute.
If he has any defect in either arm or in either leg describe fully.		When standing.	beats per minute.
[Varicose veins, ulcers, or any deformity should be specially reported.]		When standing after brief exercise. (The applicant should be required to hop on one foot the distance of about 12 feet.)	beats per minute.
8. Has the applicant any rupture, either inguinal, ventral, or femoral?		14. Are there indications in the heart's action of organic, muscular, or nervous derangement?	
If he has a rupture describe fully, stating extent, whether or not it is kept in place by a truss, and if the retention is satisfactory.		If so, describe fully.	
9. Has the applicant varicocoele, hydrocele, internal or external piles, fistula in ano, or any cutaneous disease?		15. Are there indications that the applicant is addicted to the excessive use of intoxicating beverages, tobacco, or narcotics in any form?	
If so, describe the disease, and state to what extent the applicant is afflicted.		If so, describe fully.	
		16. Is the applicant capable of prolonged, severe, mental and physical exertion, and equal to the demands of a very exhausting occupation?	
		17. Is the applicant free from any form of disease or disability which is likely to unfit him for the performance of the work of the position for which he applies?	
		18. Are you a regularly licensed physician, and duly authorized by the laws of your State to practice medicine?	
		19. Of what medical institution are you a graduate?	

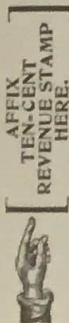
This space to be filled out by the applicant in his own handwriting, in the presence of the physician.

I CERTIFY that I have made a thorough examination of the above-named applicant, that each and all of the above answers are in my own handwriting and are true, and that the applicant wrote his signature, just above, in my presence.

(Signature of physician.)

Date, , 189

(P. O. address of physician.)



APPLICATION REGULATIONS.

Before beginning to answer the questions within, applicants should read the following regulations governing the approval of applications, because they contain important information about the requirements:

I. Time limits for filing: Applications for the regular scheduled examination may be filed at any time, but unless received at the Commission at least ten days prior to the date selected for the examination they will not be accepted for that examination, but will be approved and admission cards sent for the next examination of the kind to be held at the place selected; an applicant by requesting the Commission and returning his admission card with the request may select a different place and date named in the schedule for that particular kind of examination; provided the request is received by the Commission at least ten days prior to the date selected. When an application is approved and the applicant given opportunity to be examined at one semi-annual series of examination, that application will not be good for the next semi-annual series. An application will not be approved which is dated or the vouchers of which are dated more than six months prior to its receipt by the Commission. Applications for examinations to be held only when vacancies occur will not be received until such examinations are announced.

II. Applications not accepted on day of examination: No person shall be admitted to a regular schedule examination whose application has not been previously filed with the Commission and approved in accordance with Regulation I. Examiners are prohibited from accepting applications on the day of examination and from admitting persons who have not complied with the requirements and procured admission cards or other proper authority in advance.

III. Application to be executed in ink: Every question in the application must be fully answered. All writing in the applications, vouchers, and certificates must be in ink, and in the handwriting of the signer. Applicants for trades examinations, requiring no scholastic tests, may sign their applications by mark, if unable to write.

IV. Name to be uniform: In all places in the application, vouchers, and certificates, the initials and surname of the applicant must be correctly given and must be uniform or consistent throughout the application. Women must prefix the title Miss or Mrs. The post-office address must be in the handwriting of the applicant, and will be changed only upon the written order of the applicant, which order, when received, will be filed with the application.

V. Citizenship: All applicants must make oath in their applications to their United States citizenship. In the case of foreign-born citizens, proof of citizenship must be furnished. If naturalized, the certificate of naturalization must accompany the application. A foreign-born person who claims that his parents were citizens of the United States at the time of his birth, must furnish the sworn statements of at least two disinterested persons to prove that to their knowledge his parents were United States citizens at the time of the applicant's birth, and that they did not previously, then, or at any subsequent time renounce, or legally declare their intention of renouncing, their United States citizenship, and also that the applicant is the reputed child of the person through whom he claims citizenship. A foreign-born citizen who was naturalized by the naturalization of his father or his mother while he was a minor, must furnish the parent's certificate of naturalization, and the sworn statements of two disinterested persons to prove his identity as the child of the one whose certificate is furnished. A woman who claims naturalization through marriage to a citizen of the United States must furnish evidence of the husband's citizenship (his certificate being required if he is a naturalized citizen), and evidence of her marriage to him.

An application from a foreign-born person claiming citizenship, but failing to furnish the required proof, will be canceled. A declaration of intention to become a citizen will not be accepted in lieu of a certificate of naturalization. When naturalization papers are lost, certificate must be procured from the court that issued the naturalization papers, showing the facts in the case.

VI. Jurat; legal residence: Every applicant must make oath to the statements in his application before an officer who is authorized to administer oaths for general purposes, and the officer's signature must be authenticated by an official impression seal. If the officer has no official seal, he must obtain a certificate of his authority from the proper officer who has the custody of an official seal, which certificate must be attached to the paper.

Every applicant must make oath in his application to the place of his legal residence, which must be shown continuously to the exact date of application, and which must be corroborated by the vouchers required on his application paper. Legal residence does not require continuous bodily presence, but refers to the place at which the applicant, if a voter, is legally entitled to exercise the right of suffrage. Applications for examinations for positions in the Departments at Washington, subject to the apportionment law, must show that the applicant has been a legal resident of the county in which he claims legal residence for not less than six months next preceding the date of his application. For positions in the departmental service outside of Washington and not subject to the law of apportionment, the county officer's certificate of legal residence must also be furnished, but for such positions it is not required that full six months' residence be shown. A married woman not separated from her husband can have no other legal residence than that of her husband. A woman who is separated from her husband and claims a separate legal residence must, if divorced, furnish a certified copy of the decree of divorce, and, if not legally divorced, she must furnish sworn evidence of the facts on which her right to a separate legal residence is based. The Commission will decide in each case whether the evidence presented establishes the claim. The legal residence of minors is the same as that of the parents or guardian.

VII. Observance of age limits: No application shall be approved if the applicant is under the minimum age required for the examination which he seeks, or if he is past the maximum age limitation, on the date of the examination. See "Age Limits," below.

VIII. Crime, persons indicted for: Persons who have been indicted for, or convicted of, any crime must enclose with their applications a certified copy of the court proceedings showing the essential facts of the case.

IX. Applicant for or eligible in only one branch of the service: No person shall be an applicant or an eligible for more than one branch of the service at the same time; but an applicant or an eligible for one branch of the service who desires to compete for another branch of the service may, upon his written request, have his application or eligibility canceled for the purpose of enabling him to file another application.

X. Reexamination: A person who takes an examination is not eligible to the same kind of examination for one year from the date of his previous examination; and no application shall be accepted which shows the applicant to be in this respect ineligible:

Provided, That persons who fail or pass in an examination may, upon filing a new application, be reexamined at the next annual examination, though a full year has not yet elapsed since the former examination. (See sec. 38 of the Manual.)

XI. Delinquency or misconduct: A person who has been separated from any branch of the service for delinquency or misconduct within one year next preceding the date of the examination selected is ineligible, and applications from such persons will be canceled. A person who fails to receive absolute appointment, after probation, to the grade for which he again applies is ineligible for reexamination for one year from the expiration of his probationary service.

XII. Vouchers: Vouchers Nos. 1 and 2 (application blank, Form 304) must be executed by citizens of the United States who answer the following requirements:

They must each be at least 21 years of age.
They must be both legal and actual residents of the State in which the applicant claims legal residence.

They must have known the applicant for at least six months.
Neither of them should be the same person as the one who signs the officer's certificate.

The certificate of a county officer, showing the county of which the applicant is a legal resident, must be furnished by all applicants for departmental and Government printing examinations, and the signer of it must be an officer of the county in which the applicant claims legal residence, who has an official (impression) seal, or who furnishes the certificate of the proper officer showing that he is an officer of the county entitled to a seal. A notary public or other officer of the county may be accepted on this voucher.

Vouchers will not be accepted from the father, mother, sister, brother, son, daughter, husband, or wife of the applicant, and not more than one voucher will be accepted from a relative of a more remote degree of relationship.

Applicants for the trades examinations and applicants for positions requiring professional, scientific, or technical knowledge must file supplementary statements on blanks furnished for that purpose, or in form and manner to be prescribed.

XIII. Railway Mail Clerk; height and weight: No application for the Railway Mail Service shall be approved when the applicant is shown to be less than 5 feet 4 inches in height or less than 125 pounds in weight, or to have any disqualifying physical defects. (See sec. 117 of the Manual.)

XIV. Government Printing Service; previous experience: No application for any one of the mechanical trades in the Government Printing Office shall be approved unless the applicant is shown to have served at least five years at the trade for which he applies, three of which years he must have served as an apprentice and at least one year as journeyman.

XV. Disposal of applications: All applications which are found to be correct in form will be approved, and admission cards will be mailed to the applicants. (See sec. 11.) All applications which show the applicants to be ineligible for the examinations which they seek, either on account of age, height, weight, citizenship, delinquency or misconduct while in the service, or for other reasons, will be canceled and retained in the files of the Commission. All applications which are defective in their execution, and can be corrected by the applicant, will be returned for correction, but an application which has been twice returned for correction and is still found to be incomplete or incorrect will be canceled. All unused applications will be canceled after they have been on file six months.

XVI. Applications part of Commission's records: Applications which have been approved or canceled and an examination papers of competitors form parts of the official records of the Commission, and can not, under any circumstances, be returned to the applicants or competitors.

AGE LIMITS.

No application for examination shall be accepted unless the applicant is within the age limitations fixed herein for entrance to the position to which he seeks to be appointed: *Provided*, That, subject to the other conditions of these rules, the application of any person whose claim of preference under the provisions of section 1754 of the Revised Statutes has been allowed by the Commission may be accepted without regard to his age. (See sec. 45.) The age limitations for entrance to positions in the different branches of the service shall be as follows:

Departmental Branch:	Minimum.	Maximum.
Age, messenger boy, apprentice boy, or student	14	20
Printer's assistant and messenger	18	No limit.
Positions in the Railway Mail Service	18	35
Hospital stewards in the Marine-Hospital Service	21	30
Cadet in the Revenue-Cutter Service, and aid in the Coast and Geodetic Survey	18	25
Surfman in the Life-Saving Service	18	45
Superintendent, physician, supervisor, day-school inspector, and disciplinarian in the Indian Service; Inspector and assistant inspector of hulls, and inspector and assistant inspector of boilers in the Steamboat-Inspection Service.	25	55
All other positions, unless otherwise specified by Departmental regulations (including bookkeepers, clerks, fish-culturalists, observers, proof readers, stenographers, typewriters, meat inspectors, taggers, stock examiners, male attendants Government Hospital for the Insane, etc.)	20	No limit.
(The age limitations shall not apply in the case of the wife of the superintendent of an Indian school who applies for examination for the position of teacher or matron.)		
Sec. 29. Custom-House Branch:		
All positions	20	No limit.
Sec. 30. Post-Office Branch:		
Letter carrier	21	40
All other positions	18	No limit.
Sec. 31. Government Printing Branch:		
All positions (male)	21	No limit.
All positions (female)	18	No limit.
Sec. 32. Internal-Revenue Branch:		
All positions	21	No limit.

(Applicant will NOT fill the following blanks.)

Final certificate of naturalization of _____ (Name of person naturalized.)

issued by the _____ Court of _____ (City.) _____ (State.)

on _____, 18____, was filed with this application by the applicant, and was found by me to be in

due form in all respects. The certificate was returned to the applicant on _____, 18____

(Initials) _____

6-925

Form No. 304.

NOTE.—The applicant will carefully fill ALL blanks down to the heavy line.

APPLICATION FOR EXAMINATION.

GENERAL AVERAGE, } 1860 APPLICATION NUMBER, } 1860

Name Position, Assistant Merchants Agent
(Give exact title of position, organization, or "Chief," "Temporary," or "Special," as the case may be.)

Branch of Service, Merchant and Army
(As "Departmental," "Railway Mail," "Military," etc.)

X. B.—Applicant will write plainly his first name in full, middle initial or initials (if any), and surname in full (last name) in the space below. His or her address (if any) and entrance in the service (if any) will be given in full, and will be treated as the address in the service until notification of change is made to the Commission in writing.

Name of applicant, Henry H. Campbell

Number and Street, 2352 16th Street N.W.

Post Office, Denver

State or Territory, Colo.

To be examined at, Denver, Colo.
(Name of city.)

Date of examination, September 28, 1901
(For scheduled examinations, date must accord with Sec. 9, Manual of Examination.)

Legal residence, Denver

State of, Colo. County of, Adams

Age, last birthday, 38 years

Applicant will not fill the following blanks:

Application examined by, C.F.E.

Application, approved, OCT 3-1901

By whom approved, C.F.E.

Notified of approval, 1860

Claims of preference, Section 1754, R. S., 1860, File No., 1860

Notified of examination, 1860

Entered register, 1860

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Place of Examination Denver Date Sept 28th Examination Number 24392

TO THE EXAMINER.—A copy of this sheet should be given to the competitor at the commencement of the examination and left on his table during the examination, and should be arranged and forwarded with the other sheets.

INSTRUCTIONS TO COMPETITORS.

Three consecutive hours are allowed for this examination, which comprises this preliminary sheet, three numbered sheets, and the "Last Sheet" or sheet of Personal Questions. Time consumed in filling Personal Questions sheet will not be considered. Be certain that all the sheets are issued to you.

Do not write on this sheet, except to note the information required in the above blanks, or soil it in any way. At the close of the examination it should be given to the examiner.

1. Your examination number will be found on the upper right-hand corner of the declaration sheet which will be given you. Write this number in its appropriate place on this sheet for use on each sheet of the examination.
2. See that each sheet received by you pertains to the kind of examination which you are taking, and take care that you do not omit any of the sheets. Competitors are held responsible for errors and omissions.
3. Note in the proper blank spaces the name of the examination, the place and date of the examination, the examination number, and the time of commencing and completing each examination sheet.
4. You are not limited in time on any sheet, but you should gauge your work so as to complete the examination within the prescribed limit of time. Time is reckoned from the moment of receiving the first examination sheet. No allowance will be made for time lost in or out of the examination room.
5. Do not leave the room, if possible to avoid it, with a sheet before you unfinished, for if you do the sheet will be taken up and will not be returned to you. A competitor in an examination of five hours or less is not allowed to leave the room until he has finished his examination, except in case of extreme necessity. No competitor shall leave the room at any time without permission of the examiner.
6. Read carefully the printed instructions on each sheet before commencing work thereon.
7. If necessary, the back of a sheet may be used to complete your work, unless directions to the contrary are printed on the sheet.
8. An examination sheet spoiled by you can not be exchanged for another of the same kind.
9. Perform all work on each examination sheet with ink.
10. Pencil and scratch paper may be used in preliminary work, except in the spelling exercise, which must be written with ink directly on the examination sheet from the dictation of the examiner.
11. Use no scratch paper except that furnished by the examiner in charge and, on completing an examination sheet, hand him the scratch paper pertaining to that sheet. Have all your work complete on the examination sheet, however, as the scratch paper is collected, not for consideration in the marking, but for destruction.
12. No helps of any kind are allowed. Before the examination is commenced, hand to the examiner any written or printed matter that you may have which might, if used, aid you in your work. Do not make a copy of any of the questions to be taken from the examination room.
13. All conversation or communication between competitors during the examination is strictly prohibited.
14. CAUTION.—Every competitor is cautioned not to attempt to copy from the work of any other competitor nor to permit any competitor to copy from his work or look over the sheets in his possession. All work, as soon as written, should be carefully covered with a blotter or turned over as the sheets are completed. Evidences of copying or collusion in an examination may result in the cancellation of the examination papers and in debarring those guilty from all future examinations.
15. All necessary explanations will be made to the whole class. Examiners are forbidden to explain the meaning of any question or to make any remarks or suggestions that may assist in its solution.
16. No unnecessary delay will occur in marking your papers, and you will be notified of your standing, whether you pass or fail, as soon as your papers are marked. You are requested not to increase the labors of the Commission by making inquiries in regard to your standing.

(N. B.—The competitor should not write in the form below.)

REPORT OF MARKS.

SUBJECTS.	Averages.	Relative weights.	Products of averages multiplied by weights.
Part I.—Educational.			
First—Arithmetic	100	4	400
Second—Letter-writing	94	3	282
Third—Penmanship	90	1	90
Fourth—Copying from plain copy	100	2	200
TOTAL		10	972
AVERAGE			97
Part II.—Noneducational.			
First—Age	100	1	100
Second—Character as a workman	90	4	360
Third—Experience	90	4	360
Fourth—Physical qualifications	95	1	90
TOTAL		10	910
AVERAGE			91
Part I—Average	97	3	291
Part II—Average	91	7	637
TOTAL		10	928
GENERAL AVERAGE			92.80

DECLARATION SHEET.

DIRECTIONS: Write the examination number, which is given above, on the accompanying envelope, and also on your preliminary sheet, and on each sheet of the examination. Make no error in transcribing this number, because it is the Commission's only means of identifying the examination sheets.

Fill all blanks on this sheet.

Write all answers and exercises with ink.

Write your name on no other sheet than this.

Carefully fold this sheet in four folds, from bottom to top twice, then place it in the envelope and seal the envelope.

DECLARATION.

I declare upon my honor that the answers to the following questions are true, to the best of my knowledge and belief:

Question 1. What is your name?

William N. Dardis
Write your first name in full, your middle initial or initials, if you have any, and your surname in full.
(Women should use the prefix "Miss" or "Mrs.")

Question 2. What examination have you been authorized to take?

Watchman
Give exact title of examination, as "departmental clerk," "railway mail clerk," "compositor," "watchman," etc.

Question 3. When and where were you born?

March 7th 1866 Castana, Erie, Ohio
Month. Day. Year. City or town. County. State.

Question 4. Where is your legal residence and how long have you been a legal resident there?

Denver Arapahoe Colorado 2 1/2
City or town. County. State. Years. Months.

Question 5. What are the names of two persons who signed the vouchers to your application?

A. J. Stenberger J. A. Rink

Question 6. What is your exact height measured in your bare feet?

Five Eleven
Feet. Inches.

Question 7. What is your exact weight in ordinary clothing?

Two Hundred eighty pounds

Question 8. Are you now in physical condition to justify you in taking this examination at this time? (If the applicant is ill he must give information of the fact to the supervising examiner before commencing the examination, and state in answer to this question that he has done so.)

Yes, I am!

N. B.—Make signature identical with that used in application. If the P. O. address here given differs from that in the application, indicate such fact by note on the margin of this sheet.

(Signature) *William N. Dardis*

(Post-office address), Street, *958 So. 15th St.*

City or Town, *Denver*

County, *Arapahoe*

State, *Colorado*

Examined at *Denver*, State of *Colorado*, this *28th*
day of *September*, 190*1*

MARKS.	
Possible credits	500
Total charges	-----
Average	<u>100</u>

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Competitor must
fill these blanks.

Time commenced 3:05
Time finished 3:46

Date Sept 8th Examination No 24392
Place of Examination Denver

FIRST SUBJECT—ARITHMETIC.

N. B.—In solving problems the processes should be not merely indicated, but ALL THE FIGURES necessary in solving each problem should be GIVEN IN FULL, on this sheet. The answer to each problem should be indicated by writing "Ans." after it.

If more space is required use back of this sheet, numbering work to correspond with number of question.

Question 1. Add the following:

$$\begin{array}{r}
 957,948 \\
 2,749,486,789 \\
 94,669,476 \\
 368,946,894 \\
 876,698,430 \\
 7,873,689 \\
 5,899,634,308 \\
 \hline
 9998267534 \text{ Ans.}
 \end{array}$$

Question 2. Divide 40,923,624 by 1,513.

$$\begin{array}{r}
 1513 \overline{) 40,923,624} \\
 \underline{3026} \\
 10663 \\
 \underline{10591} \\
 7262 \\
 \underline{6052} \\
 12104 \\
 \underline{12104} \\
 0
 \end{array}$$

Question 3. Multiply 3,949 by 7,016, and from the product subtract 1,719,097.

$$\begin{array}{r}
 3949 \\
 7016 \\
 \hline
 27694 \\
 3949 \\
 \hline
 27643 \\
 27706184 \\
 \hline
 1,719,097 \\
 \hline
 25,987,087 \text{ Ans.}
 \end{array}$$

Question 4. A real-estate dealer bought a lot containing 2,408 square feet at \$2.40 a square foot. He sold the lot for \$8,428. How much money did he gain on the sale of the lot?

$$\begin{array}{r}
 2,408 \text{ sqft.} \\
 \times 2.40 \\
 \hline
 96320 \\
 4816 \\
 \hline
 \$5779.20 \text{ Cost of lot.} \\
 \$8,428. = \text{Selling Price.} \\
 \hline
 5779.20 \\
 \hline
 \$2648.80 \text{ Gain}
 \end{array}$$

Question 5. In 1895 Kentucky and Connecticut together raised 193,795,333 pounds of tobacco. Kentucky alone raised 183,618,425 pounds. The same year North Carolina raised 31,866,712 pounds more than Connecticut. What was the total number of pounds raised in these three States that year?

$$\begin{array}{r}
 193,795,333 = \text{Ky \& Conn.} \\
 183,618,425 = \text{Ken} \\
 \hline
 10,176,908 = \text{Conn} \\
 31,866,712 \\
 \hline
 42,043,620 = \text{NC.} \\
 \hline
 183,618,425 = \text{Ken} \\
 10,176,908 = \text{Conn.} \\
 42,043,620 = \text{NC.} \\
 \hline
 235,838,953 \text{ Ans.}
 \end{array}$$

UNITED STATES CIVIL SERVICE COMMISSION.

MARK.

Letter-writing-94 ✓

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Competitor must
fill these blanks.Time commenced 3:46
Time finished 4:22Date September 28th Examination No. 24392
Place of Examination Denver

SECOND SUBJECT—LETTER-WRITING.

Write in the space below a letter of not less than 100 words on *one* (and only one) of the following subjects:

1. State the qualifications, both physical and mental, which, in your opinion, are requisite to the proper performance of the duties of the position which you seek.
2. Some of the effects of intemperance.

To THE COMPETITOR.—The letter must be dated at the place where the examination is held, and be addressed to the "United States Civil Service Commission, Washington, D. C." The competitor must avoid allusion to his political or religious opinions or affiliations. The examination number, and not the name of the competitor, must be used for a signature to the letter.

This exercise is designed chiefly to test the competitor's skill in simple English composition. In marking the letter, its errors in form and address, in spelling, capitalization, punctuation, syntax, and style, and its adherence to the subject, will be considered.

Denver Colo.Sept. 28th 1901.United States Civil Service Commission,
Washington D. C.Dear Sirs,—

The subject of Intemperance, discussed so much in this country, is one of so vital importance that every father who loves his son, and every mother who loves her daughter, ought to be up in arms against the deadly poison that has wrecked so many homes, and brought death to many more. Intemperance, or the extensive use of liquor, chadens a man's brain, by causing the capillaries to loose their power of contraction. It causes the blood to become thinner, the heart to become weak, the liver to no longer do its work. It tears down the system faster than nature

N. B.—IF MORE SPACE IS REQUIRED, USE BACK OF THIS SHEET.

can build it up, thus causing a
pre-mature death.

A man given up to intemper-
ance, is very careless in his manners,
abusive to his family, and often
will commit crime, by having his
brain diseased by its use.

Yours Truly

24392.

MARK.	
Penmanship	90

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

Competitor must fill these blanks. { Time commenced 4:24 Date September 28th Examination No. 24392
Time finished 4:58 Place of Examination Denver

THIRD SUBJECT—PENMANSHIP.

N. B.—The mark on penmanship will be determined by legibility, rapidity, neatness, and general appearance, and by correctness and uniformity in the formation of words, letters, and punctuation marks in the exercise on this sheet.

MARK.	
Copying from plain copy	100

FOURTH SUBJECT—COPYING FROM PLAIN COPY.

N. B.—Paragraph, spell, capitalize, and punctuate precisely as in the copy. All omissions and mistakes will be taken into consideration in marking this subject.

Penmanship will be marked on this exercise.

Make an exact written copy of the following:

Persons who are examined, whether they pass or fail, are not eligible to reexamination for the same position, or any position covered by the same examination, until approximately one year after the date of the former examination. Unless the needs of the service require otherwise, special reexamination within less than a year will be granted only in cases in which injustice has been suffered by act of the Commission or one of its agents.

Persons who are examined, whether they pass or fail, are not eligible to reexamination for the same position, or any position covered by the same examination, until approximately one year after the date of the former examination. Unless the needs of the service require otherwise, special reexamination within less than a year will be granted only in cases in which injustice has been suffered by act of the Commission or one of its agents.

ALL SERVICES—PERSONAL QUESTIONS.

(FOR USE IN ALL EXAMINATIONS EXCEPT INDIAN SERVICE.)

KIND OF EXAMINATION:

*Schedule D*Competitor must
fill these blanks.Time commenced *4:40*

Date

*September 28th*Examination No. *24392*Time finished *5:10*

Place of Examination

Denver

N. B.—This sheet must be completed by each competitor at the close of his examination. All the questions should be fully and specifically answered, as the answers may guide an appointing officer in making a selection. Any false statement made by a competitor in answer to the following questions will be considered sufficient cause for the cancellation of his examination papers, or for his removal from the public service in the event of his appointment. The time consumed in answering these questions will not be considered as part of the time allowed for the examination.

Question 1. State fully all the trades, professions, or other different occupations in which you have been engaged, giving the place and approximate length of service in each case, and your employers' names and addresses.

I was born and raised on a farm, and remained thereon until I was eighteen years of age when I began teaching school. I taught during the years 1898-1899 at La Porte Ohio. A. D. Howell was President and Jacob H. H. Sec'y of the board that hired me. January 15th I resigned and went to Toledo Ohio, where I purchased a grocery, and conducted a grocery business until July 23rd 1900. I came to Denver, and am now employed by the "Hullbush & Co."

Question 2. Give fully the extent of your education, naming the schools or institutions you have attended, stating the length of attendance at each, and the courses of study pursued.

I have a very good common school education, having attended the "Astoria Normal School" about one year. I afterwards took a business course at the "Ohio Normal University" Ada O. which I completed in after a course of six months in 1890. The former course was a Teacher's course, I also took a course in penmanship, but did not finish.

Question 3. Can you speak and translate any foreign languages? If so, what languages and to what extent?

No, I cannot

Question 4. (a) Are you now employed?

Yes

(b) In what capacity?

Clerk for the "Hurlbut Gro Co"

(c) What salary are you receiving?

Ten Dollars per week

(d) By whom are you employed?

Hurlbut Grocery Company

(e) State the highest salary you have received in any employment.

Forty dollars per month

(f) In what capacity?

Teaching

(g) By whom were you employed?

Board of Education Salome, O

Question 5. What is the minimum salary you are willing to accept in the event of an appointment?

Two Dollars per Day.

Question 6. Are you willing to accept a position in Washington, D. C.?

Yes, I am

In your own State?

Yes, I am.

In neighboring States?

Yes, I am

Anywhere?

Yes I am.

Question 7. Are any members of your family, or any of your relatives, in the service of the Government? If so, state who they are, in what position, in what branch of the service, and the relationship.

There are none employed

Question 8. What courses of study have you pursued or what special preparation have you made for the examination you have just taken?

I have pursued no regular course of study more than mentioned above neither have I made any preparation for the examination just taken.

Question 9. Did you copy from the papers of any competitor or receive any aid whatever from any competitor, or in any other manner, during this examination?

No, I did not.

Question 10. Did any competitor copy from your papers, or did you render any aid whatever to any competitor during this examination?

No, I did not

I hereby certify, upon my honor, that the answers to the foregoing questions are true, to the best of my knowledge and belief.

Examination Number, 24392

DECLARATION SHEET.

DIRECTIONS: Write the examination number, which is given above, on the accompanying envelope, and also on your preliminary sheet, and on each sheet of the examination. Make no error in transcribing this number, because it is the Commission's only means of identifying the examination sheets.

Fill all blanks on this sheet.

Write all answers and exercises with ink.

Write your name on no other sheet than this.

Carefully fold this sheet in four folds, from bottom to top twice, then place it in the envelope and seal the envelope.

DECLARATION.

I declare upon my honor that the answers to the following questions are true, to the best of my knowledge and belief:

Question 1. What is your name?

William M. Rush.

Write your first name in full, your middle initial or initials, if you have any, and your surname in full. (Women should use the prefix "Miss" or "Mrs.")

Question 2. What examination have you been authorized to take?

Mint and Assay

Give exact title of examination.

Question 3. When and where were you born?

Oct

Month.

7th

Day.

1860

Year.

Raynsboro

City or town.

Augusta

County.

Virginia

State.

Question 4. Where is your legal residence and how long have you been a legal resident there?

Denver

City or town.

Denver

County.

Colorado

State.

19

Years.

7

Months.

Question 5. What are the names of two persons who signed the vouchers to your application?

A. C. Bailey.

Ford Chaffin

Question 6. What is your exact height measured in your bare feet?

5

Feet.

10 1/4

Inches.

Question 7. What is your exact weight in ordinary clothing?

175

Question 8. Are you now in physical condition to justify you in taking this examination at this time? (If the applicant is ill he must give information of the fact to the supervising examiner before commencing the examination, and state in answer to this question that he has done so. The mere fact that the applicant is ill does not give him any prima facie right to a special examination or to a reexamination.)

Yes

N. B.—Make signature identical with that used in application. If the P. O. address here given differs from that in the application, indicate such fact by note on the margin of this sheet.

(Signature), William M. Rush.

(Post-office address), Street, Williams.

City or Town, Denver.

County, Denver.

State, Colorado.

Examined at Denver, State of Colorado, this 12th day of December, 1903

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.
(SCHEDULE D.)

Place of Examination _____ Date _____ Examination Number 624567

TO THE EXAMINER.—A copy of this sheet should be given to the competitor at the commencement of the examination and left on his table during the examination, and should be arranged and forwarded with the other sheets.

INSTRUCTIONS TO COMPETITORS.

Three consecutive hours are allowed for this examination, which comprises this preliminary sheet, three numbered sheets, and the "Last Sheet" or sheet of Personal Questions.
Time consumed in filling Personal Question sheet will not be considered. Be certain that all the sheets are issued to you.

Do not write on this sheet, except to note the information required in the above blanks, or soil it in any way. At the close of the examination it should be given to the examiner.

1. Your examination number will be found on the upper right-hand corner of the declaration sheet which will be given you. Write this number in its appropriate place on this sheet for use on each sheet of the examination.
2. See that each sheet received by you pertains to the kind of examination which you are taking, and take care that you do not omit any of the sheets. Competitors are held responsible for errors and omissions.
3. Note in the proper blank spaces the name of the examination, the place and date of the examination, the examination number, and the time of commencing and completing each examination sheet.
4. You are not limited in time on any sheet, but you should gauge your work so as to complete the examination within the prescribed limit of time. Time is reckoned from the moment of receiving the first examination sheet. No allowance will be made for the time lost in or out of the examination room.
5. Do not leave the room, if possible to avoid it, with a sheet before you unfinished, for if you do the sheet will be taken up and will not be returned to you. A competitor in an examination of five hours or less is not allowed to leave the room until he has finished his examination, except in case of extreme necessity. No competitor shall leave the room at any time without permission of the examiner.
6. Read carefully the printed instructions on each sheet before commencing work thereon.
7. If necessary, the back of a sheet may be used to complete your work, unless directions to the contrary are printed on the sheet.
8. An examination sheet spoiled by you can not be exchanged for another of the same kind.
9. Perform all work on each examination sheet with ink.
10. Pencil and scratch paper may be used in preliminary work, except in the spelling exercise, which must be written with ink directly on examination sheet from the dictation of the examiner.
11. Use no scratch paper except that furnished by the examiner in charge and, on completing an examination sheet, hand him the scratch paper pertaining to that sheet. Have all your work complete on the examination sheet, however, as the scratch paper is collected, not for consideration in the marking, but for destruction.
12. No helps of any kind are allowed. Before the examination is commenced, hand to the examiner any written or printed matter that you may have which might, if used, aid you in your work. Do not make a copy of any of the questions to be taken from the examination room.
13. All conversation or communication between the competitors during the examination is strictly prohibited.
14. CAUTION.—Every competitor is cautioned not to attempt to copy from the work of any other competitor nor to permit any competitor to copy from his work or look over the sheets in his possession. All work, as soon as written, should be carefully covered with a blotter or turned over as the sheets are completed. Evidences of copying or collusion in an examination may result in the cancellation of the examination papers and in debarring those guilty from all future examinations.
15. All necessary explanations will be made to the whole class. Examiners are forbidden to explain the meaning of any question or to make any remarks or suggestions that may assist in its solution.
16. No unnecessary delay will occur in marking your papers, and you will be notified of your standing, whether you pass or fail, as soon as your papers are marked. You are requested not to increase the labors of the Commission by making inquiries in regard to your standing.

(N. B.—The competitor should not write in the form below.)

REPORT OF RATINGS.

SUBJECTS.	Averages.	Relative weights.	Products of averages multiplied by weights.
Part I.—Educational.			
First—Arithmetic	79	4	316
Second—Letter-writing	63	3	189
Third—Penmanship	68	1	68
Fourth—Copying from plain copy	81	2	162
TOTAL		10	735
AVERAGE			73.50
Part II.—Noneducational.			
First—Age		1	100
Second—Physical condition		1	100
Third—Experience	98	3	294
TOTAL		5	494
AVERAGE			98.80
Part I—Average	73.5	3	220.5
Part II—Average	98.8	7	691.6
TOTAL		10	912.1
AVERAGE PERCENTAGE			91.21

Series No. 27.
Aug., 1903.

UNITED STATES CIVIL SERVICE COMMISSION.

MARKS.	
Possible credits	500
Total charges	100
Average	79

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

SCHEDULE D.

Competitor must fill these blanks. Time commenced 9:09 Date Dec 15 Examination No. 62495
Time finished 12:02 Place of Examination New York

FIRST SUBJECT—ARITHMETIC.

N. B.—In solving problems the processes should be not merely indicated, but ALL THE FIGURES necessary in solving each problem should be GIVEN IN FULL, on this sheet. The answer to each problem should be indicated by writing "Ans." after it.

If more space is required use back of this sheet, numbering work to correspond with number of question.

Question 1. Add the following numbers:

8,959,668,399
8,879,759,678
7,686,898,967
5,955,966,847
3,344,474,755
9,487,543,533
8,573,782,623
1,386,281,675
54,314,376,477 ans. -10

Question 2. Divide 503,428,192 by 7,856.

7856)503428192(64082 ans.
47136
32068
31424
64419
62848
15712
15712

Question 3. Multiply 8,698 by 4,809 and from the product subtract 720,289.

8698
4809
78282
69584
34792
41828682
720289
41108493 ans.
-10

Question 4. An office used an average of 15,680 lb. of coal each of the 26 working days of a month. The coal was purchased for \$6.80 per ton of 2,240 lb. What was the total cost of the coal used during the month?

15680
26
9408
3134
2240)40768(182 ans.
224
1836
1792
448
448
182
680
1456
1092
\$1237.60

Question 5. A man divided his estate among his wife, son, and daughter. To his wife he gave \$87,600; to his son, \$14,700 less than to his wife; and to his daughter, \$19,800 less than to his son. What was the value of the estate?

87600 Wife.
14700 Son
72900 Daughter
19800
53100
72900
\$82200 ans.
-10

N. B.—IF MORE SPACE IS REQUIRED, USE BACK OF THIS SHEET.

UNITED STATES CIVIL SERVICE COMMISSION.

MARK.

Letter-writing

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

SCHEDULE D.

Competitor must
fill these blanks.Time commenced 2:02Date Dec 12thExamination No. 62496-Time finished 2:24Place of Examination County Court House

SECOND SUBJECT—LETTER-WRITING.

Write in the space below a letter of not less than 100 words on *one* (and only one) of the following subjects:

1. Some of the advantages derived from having a steady income.
2. The value of promptness and reliability as aids to success.

TO THE COMPETITOR.—The letter must be dated at the place where the examination is held and be addressed to the "United States Civil Service Commission, Washington, D. C." The competitor must avoid allusion to his political or religious opinions or affiliations. The examination number, and not the name of the competitor, must be used for a signature to the letter.

This exercise is designed chiefly to test the competitor's skill in simple English composition. In marking the letter, its errors in form and address, in spelling, capitalization, punctuation, syntax, and style, and its adherence to the subject, will be considered.

United States Civil Service Commission.
Washington, D. C.

I cannot imagine any thing that is more advantageous than to have a steady income. That is just the reason I am taking this examination is, to secure a steady income. As I am now working it is very unsatisfactory to be working by the hour. One can figure a head, and if he knows just how much he is going to get at the end of a week, month or year he is not afraid to go in debt for a hour or any thing that he or his family might need. I have never had a position that I could consider absolutely steady.

Respectfully

62496-

MARK.	68
Penmanship.	

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

SCHEDULE D.

Competitor must fill these blanks. { Time commenced 12:20 Date Dec 12 Examination No. 62495-
Time finished 12:52 Place of Examination County Court House Denver Colo

THIRD SUBJECT—PENMANSHIP.

N. B.—The mark on penmanship will be determined by legibility, rapidity, neatness, and general appearance, and by correctness and uniformity in the formation of words, letters, and punctuation marks in the exercise on this sheet.

MARK.	81
Copying from plain copy.	

FOURTH SUBJECT—COPYING FROM PLAIN COPY.

N. B.—Paragraph, spell, capitalize, and punctuate precisely as in copy. All omissions and mistakes will be taken into consideration in marking this subject.

Penmanship will be marked on this exercise.

Make an exact written copy of the following:

We recognize the great and growing problems involved in this municipal question. Thousands of human beings, holding the most diverse positions in life, have their welfare bound up in the question. The health, physical and moral, of working boys and girls, of men and women, of artisans, of merchants or professional men, will depend more and more closely as the years roll on upon the kind of city government which we demand to-day.

6 We recognize the great and growing problems involved in
6 in this municipal question. Thousands of human
5 beings, holding the most diverse positions in life,
have their welfare bound up in the question.
1 The health, physical and moral, of working boys
and girls, of men and women, of artisans, of mer-
1 chants or professional men, will depend more
and more closely as the years roll on upon
the kind of city government which we de-
mand to-day.

ALL SERVICES—PERSONAL QUESTIONS.

(FOR USE IN ALL EXAMINATIONS EXCEPT INDIAN SERVICE.)

KIND OF EXAMINATION: Mint and Essay

Competitor must fill these blanks. { Time commenced 12³³ Date Dec 12 Examination No. 62495
 { Time finished 12⁵⁰ Place of Examination Newer Colo

N. B.—This sheet must be completed by each competitor at the close of his examination. All the questions should be fully and specifically answered, as the answers may guide an appointing officer in making a selection. Any false statement made by a competitor in answer to the following questions will be considered sufficient cause for the cancellation of his examination papers, or for his removal from the public service in the event of his appointment. The time consumed in answering these questions will not be considered as part of the time allowed for the examination.

Question 1. State fully all the trades, professions, or other different occupations in which you have been engaged, giving the place and approximate length of service in each case, and your employers' names and addresses.

I was raised on a farm, remaining there until May 1884 when I came to Colo. I worked for two years on a ranch for Mr Geo Hodges near Deer Trail Colo. For about 9 years I worked as Police Officer and Police Detective, Deputy Sheriff, and General & Secret Service officer at World's Fair. On June 18th 1895 I went to work for the Denver City Tramway Co in capacity of a Motorman. I had and still employed by them I worked W. R. Burchinell as Deputy Sheriff. And Henry Brady as Chief Police.

Question 2. Give fully the extent of your education, naming the schools or institutions you have attended, stating the length of attendance at each, and the courses of study pursued.

I attended school at Waynesboro Va until I was about 12 years old, then I had to go to work, and have never had an opportunity to attend school of any kind since.

Question 3. Can you speak and translate any foreign languages? If so, what languages and to what extent?

No

Question 4. (a) Are you now employed? Yes

(b) In what capacity or occupation? as Motorman

(c) What salary are you receiving? 20.00 per hour

(d) By whom are you employed? Denver City Tramway Co

(e) State the highest salary you have received in any employment. \$85.00

(f) In what capacity or occupation? as Police Officer

(g) By whom were you employed? City of Denver

Question 5. What is the lowest salary you are willing to accept in the event of an appointment?

NOTE—Questions 5, 6, and 7, must be answered definitely.

What ever the position demands

Question 6. Are you willing to accept a position in:

NOTE—This question does not apply to the Internal Revenue, the Post-Office, or the Custom-House service.

Washington, D. C.? No

In your own State? Yes

In neighboring States? No

Anywhere? No

Question 7. Would you be willing to accept a temporary position? If so, under what conditions?

No

Question 8. What courses of study have you pursued or what special preparation have you made for the examination you have just taken?

None

Question 9. Did you copy from the papers of any competitor or receive any aid whatever from any competitor, or in any other manner, during this examination?

No

Question 10. Did any competitor copy from your papers, or did you render any aid whatever to any competitor during this examination?

No

I hereby certify, upon my honor, that the answers to the foregoing questions are true, to the best of my knowledge and belief.

Examination Number, 62498

UNITED STATES CIVIL SERVICE COMMISSION.

ADDITIONAL VOUCHER FOR THE TRADES AND SKILLED OCCUPATIONS.

To be sent to persons named in application as having knowledge of applicant's character, qualifications, and fitness.

The person to whom this form is sent is requested to answer as fully and specifically as possible all the questions hereon. Any additional information respecting the character, qualifications, or fitness of the applicant should also be given. Avoid any allusion to politics or religion. The completed form should be returned as promptly as possible to the United States Civil Service Commission, Washington, D. C., a penalty envelope, requiring no postage, being inclosed for this purpose. Unless this voucher is returned to the Commission within sixty days from the date of the accompanying letter the applicant's examination will be canceled.

STATEMENT OF VOUCHER.

I hereby certify that I am 39 years of age; that I am a legal resident of the State of Colo; that I have been such resident for 12 years; that my occupation is City Boiler Mkr that for 6 or 7 years I have known W. M. Bush the applicant named herewith, living at 3146 William St, and that the answers to the following questions with respect to him are in my own handwriting and are true, to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colo, County of Denver

How long, to your knowledge, has the applicant been such resident thereof?

7 years months.

2. What is the applicant's trade or occupation?

Motorman on St. Car

3. How long has he served at his trade or occupation?

6 or 7 years

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

Denver City Tramway Co Motorman

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

No

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left.

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency of the applicant in the trade or occupation in which he seeks to be employed.

(a) Good

(b) Good

(c) Good

(d) I think he would make a good man in the service

8. State in full the experience the applicant has had which, in your opinion, would tend to fit him for the position he seeks.

Having served as an officer in
sheriff's office and as a Police
officer for several years in
my opinion ought to fit
him for the position which
he seeks.

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

I would not hesitate to give
him a position of such a nature

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

From living within two blocks of
him for about 7 years and
being in his company considerable

11. Are you related to the applicant? If so, state the relationship.

No

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

(a) No (b)

13. What is his general reputation and standing in the community in which he resides?

Good

(Add any other facts relative to his fitness or unfitness.)

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true, in every particular, to the best of my knowledge and belief.

(Signature of voucher.)

S. S. Draper

Date Jan 13, 1904

(P. O. address.)

2912 Williams St Denver

Form 1093 a.

United States Civil Service Commission.

ADDITIONAL VOUCHER

FOR THE

TRADES AND SKILLED OCCUPATIONS.

Name of applicant,

Wm. M. Bush

For position of

in the M & A

Service.

Name of voucher,

S. S. Draper

UNITED STATES CIVIL SERVICE COMMISSION.

ADDITIONAL VOUCHER FOR THE TRADES AND SKILLED OCCUPATIONS.

To be sent to persons named in application as having knowledge of applicant's character, qualifications, and fitness.

The person to whom this form is sent is requested to answer as fully and specifically as possible all the questions hereon. Any additional information respecting the character, qualifications, or fitness of the applicant should also be given. Avoid any allusion to politics or religion. The completed form should be returned as promptly as possible to the United States Civil Service Commission, Washington, D. C., a penalty envelope, requiring no postage, being inclosed for this purpose. Unless this voucher is returned to the Commission within sixty days from the date of the accompanying letter the applicant's examination will be canceled.

STATEMENT OF VOUCHER.

I hereby certify that I am 38 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 29 years; that my occupation is Electric lighting; that for 10 years I have known Wm M Bush the applicant named herewith, living at Denver Colo, and that the answers to the following questions with respect to him are in my own handwriting and are true, to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colorado, County of Denver

How long, to your knowledge, has the applicant been such resident thereof?

10 years months.

2. What is the applicant's trade or occupation?

motorman

3. How long has he served at his trade or occupation?

10 yrs at least

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

I think so - last I knew he was working for Denver Tramway Co.

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

yes he worked for me while I was Genl Supt of Denver Tramway Co - I think 7 or 8 yrs.

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left.

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency of the applicant in the trade or occupation in which he seeks to be employed.

(a) Bush was a good man and I cheerfully recommend him. He was on the Denver Police Force at one time. He rendered me valuable
(b) service in a secret way.
(c)

UNITED STATES CIVIL SERVICE COMMISSION.

ADDITIONAL VOUCHER FOR THE TRADES AND SKILLED OCCUPATIONS.

To be sent to persons named in application as having knowledge of applicant's character, qualifications, and fitness.

The person to whom this form is sent is requested to answer as fully and specifically as possible all the questions hereon. Any additional information respecting the character, qualifications, or fitness of the applicant should also be given. Avoid any allusion to politics or religion. The completed form should be returned as promptly as possible to the United States Civil Service Commission, Washington, D. C., a penalty envelope, requiring no postage, being inclosed for this purpose. Unless this voucher is returned to the Commission within sixty days from the date of the accompanying letter the applicant's examination will be canceled.

STATEMENT OF VOUCHER.

I hereby certify that I am 49 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 17 years; that my occupation is Merchant; that for 10 years I have known Wm M Bush the applicant named herewith, living at Denver Colo, and that the answers to the following questions with respect to him are in my own handwriting and are true, to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident? How long, to your knowledge, has the applicant been such resident thereof?	State of <u>Colo</u> , County of <u>Denver</u> <u>10</u> years _____ months.
2. What is the applicant's trade or occupation?	<u>Motor man & Conductor</u>
3. How long has he served at his trade or occupation?	<u>Several years</u>

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?
I don't know have not seen him for some months

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?
No

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left.
No

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency of the applicant in the trade or occupation in which he seeks to be employed.

(a) _____

(b) _____

8. State in full the experience the applicant has had which, in your opinion, would tend to fit him for the position he seeks.

I don't know to what position Mr Bush aspires but will say that he is a trustworthy and Capable young man who in my Judgment Can fill any place your department may offer and I would not hesitate myself to place him in a position of trust had I such to offer

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

during the past 10 years
have done business with a good portion
of that time

11. Are you related to the applicant? If so, state the relationship.

no

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

(a) (b) no

13. What is his general reputation and standing in the community in which he resides?

very good

(Add any other facts relative to his fitness or unfitness.)

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true, in every particular, to the best of my knowledge and belief.

(Signature of voucher.)

Eugene McCarthy

Date,

July 12, 1904

(P. O. address.)

Denver Colo

JAN 7 1904

Form 1093 a.

United States Civil Service Commission.

ADDITIONAL VOUCHER

FOR THE

TRADES AND SKILLED OCCUPATIONS.

Name of applicant,

Wm. M. Bush

For position of

in the

in va

Service.

Name of voucher,

Eugene McCarthy

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR THE TRADES AND SKILLED OCCUPATIONS.

Each applicant for employment in any of the recognized trades, or in any occupation requiring skill or experience, must fill out the statement hereon and have the vouchers executed. Applicants who pass an examination and receive appointment will be given a practical trial when they report for duty, and will be liable to immediate discharge if it is found that they do not possess the requisite skill or ability.

Applicants are informed that those who receive appointment to any of the trades or skilled occupations may be required to undergo a physical examination and furnish a physician's certificate, upon reporting for duty.

N. B.—Applicants are cautioned to answer as fully and completely as possible all the questions asked, as failure to give complete information may result in reduced ratings.

To the UNITED STATES CIVIL SERVICE COMMISSION:

I, the undersigned, hereby apply for the position of Inspector (Name position.)
in the Mint & Assay (Name of service.) service, intending to accept the position if selected for appointment.

1. Answer the inquiries in the following table as to citizenship, place and date of birth, and age. [If a naturalized citizen, your certificate of naturalization, or the certificate of naturalization of one of your parents (if such parent was naturalized while you were a minor), with sworn statements of two disinterested citizens as to the reputed relationship, must be forwarded with the application. The certificate will be returned to you.]

Are you a citizen of the United States?	Place of birth.	Date of birth (give month, day, and year).	Age on LAST birthday.
Yes	Norfolk Virginia	October 10, 1860	Forty-three years.

2. Of what State or Territory are you an actual bona fide (legal) resident? (Before answering read Reg. VI, Sec. 35, Manual.)	Length of legal residence therein? (The latter part of date must be the same month and year, at least, as shown in "jurat.")	Of what county are you an actual bona fide (legal) resident?	Length of legal residence in county. (The latter part of date must be the same month and year, at least, as shown in "jurat.")
Colorado.	From May, 1884 to Nov., 1903	Denver.	From May, 1884, to Nov., 1903

3. Were you ever in the U. S. military or naval service?	In what company and regiment, or on what vessel? (Do not give service in State militia.)	Give the exact name under which you enlisted and were discharged.
No		

3a. Dates of enlistment and discharge from U. S. military or naval service.	Was the discharge on account of disability incurred in line of duty? (See Sec. 176, Manual.)
Enlisted _____ Discharged _____	

4. Were you ever in the civil branch of the U. S. service?	In what department or service were you employed?	For what period were you so employed? (Show month and year.)	Did you voluntarily resign?	Were you discharged? Cause not required.	Are you now in the civil branch of the U. S. service? If so, where?
No		From _____, to _____			

5. Have you any other application on file or is your name now on any register for appointment in any branch of the classified service? If so, for what branch and for what position?

No

6. Have you ever been (a) convicted of, or (b) indicted for, any crime? If so, inclose herewith a certified copy of the court proceedings, showing the essential facts in the case.

(a) No (b) No

7. (a) Are you married? (b) Have you ever been married?

(c) Are any members of your family in the United States Government service? If so, state in each case the relationship, the position held, and the office and branch of the service.

(a) Yes

(b)

(c) No

8. State fully and in detail all the practical experience you have had in the trade or occupation (not position) in which you seek employment. State (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, and (e) the specific nature of your duties in each case. (It is very important that this statement should be accurate and complete.)

(a) From about June 1st 1886 to June 15-1887.

(b) Denver Colo.

(c) Chas T. Hawley.

(d) Eighty five Dollars pr month.

(e) I served as private Detective.

(a) From June 15-1887 to May 1890.

(b) Denver Colo.

(c) Harry Brady & John Farley as Chiefs of Police and Chas T Linton as Chief of Detectives

(d) Eighty-five pr month

(e) I worked two years as Police officers, and one, year as Police Detective.

(a) From May 1890 to April 1893.

(b) (A pleasure resort near) Denver Colo.

- (c) John Elitch
 (d) Seventy-five and board.
 (e) I served as Chrf. Deputy, Sheriff at, Elitchs Gardens
 (a) From May 1st 1898 to. Dec 1st 1893.
 (b) Worlds Fair, Chicago, Ill.
 (c) John Bondfield But worked under Capt Wm Vest.
 (d) Sixty-five per month and sleeping quarters
 (e) I served as secret service officer, through Worlds Fair.
 (a) From Jan 1st 1893. to June 8, 1895.
 (b) Denver Colo
 (c) Geo H. Birchmirell, Sheriff.
 (d) About Seventy-five per month.
 (e) I served as special deputy sheriff and Detective.

9. State fully what experience you have had in other trades or occupations than that in which you seek employment. Give full details in each case as to the character of your employment or the nature of your duties, and state (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, and (e) the length of time in years and months in each case. (The applicant should furnish here a complete and comprehensive statement showing every kind of occupation, other than that mentioned in question 8, which he has followed since he began work, the names and locations of employers; and the dates and periods of employment should be given as accurately as possible.) If more space is required, use blank paper, numbering your answers to correspond with the number of this question.

- (a) From June 8th 1895. to. Nov. 28, 1903.
 (b) Denver Colo.
 (c) Denver City Tramway Co.
 (d) Started at 17½ per hour. Now getting 20^{cts} per hour.
 (e) I am serving as Motor man, and am still in employ of H & E Co.

I will state that I was raised on a farm near Drayton Pa. I left there arriving in Denver May 20th 1884. And did odd jobs for a few weeks. Then went to work for Mrs Hodge on a Ranch until 1886 then went to work as I have stated for the Western Detective agency, owned by C A Hawley. I have also served as special officer for the Co I am working for, on several occasions.

VOUCHERS.

(Avoid all allusion to religion and politics.)

Every person filing application on this form must furnish the vouchers of two citizens of the United States. Vouchers must be at least 21 years of age, acquainted with applicant not less than six months, and will not be accepted from the father, mother, sister, brother, husband, wife, or child of applicant, and at least one voucher must not be related to the applicant even more remotely. Of the three certificates on this blank (officer's and two vouchers) no person may sign more than one. The persons making the vouchers should, if practicable, be those by whom the applicant has been employed, or under whom or with whom he has worked at the trade or occupation for which he seeks to be examined. In case the applicant has not been in the employ of two persons or firms, one voucher may be filled out by a foreman or fellow-workman. The Commission will have the statements of applicants and the statements of those who execute the vouchers verified whenever found necessary, and will require such additional evidence as may be deemed essential. All questions must be answered and all answers must be in ink, in the handwriting of the signer. "Do not know" will not be accepted as answer to any question. The persons who sign the vouchers are notified that they may be called upon to furnish further information concerning their knowledge of the applicant.

VOUCHER No. 1.

I hereby certify that I am 43 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 23 years; that my occupation is U.S. Marshal; that for 10 years I have known Wm. Bush, the applicant above named, living at 3146 Williams, and that the answers to the following questions with respect to him are in my own handwriting and are true to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colorado, County of Denver

How long, to your knowledge, has the applicant been such resident thereof?

19 years _____ months.

2. What is the applicant's trade or occupation?

Motorman

3. How long has he served at his trade or occupation?

Nine years

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

yes. Denver City Murray Motorman 25¢ per hour

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

no

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left?

no

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency, of the applicant in the trade or occupation in which he seeks to be employed.

(a) Mr Bush is an honest upright and energetic man and a man who can be trusted in any position

(b) _____

(c) _____

(d) _____

8. State in full the experience the applicant has had which in your opinion would tend to fit him for the position he seeks.

Mr Bush has had experience in all kinds of work that would fit him for this position

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

Should be pleased if I had such a place to offer him

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

Have seen him nearly every day for several years and have seen him at work as a Motorman

11. Are you related to the applicant? If so, state the relationship.	no
12. (a) Is the applicant addicted to the use of intoxicating liquors? (b) If so, to what extent?	(a) no (b)
13. What is his general reputation and standing in the community in which he resides? (Add any other facts relative to his fitness or unfitness.)	first class

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true in every particular to the best of my knowledge and belief.

Date, Nov 28, 1903

(Signature of voucher.)

(P. O. address.)

D C Bailey
PO Box 1424
Denver Colo

VOUCHER No. 2.

I hereby certify that I am 33 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 10 years; that my occupation is Deputy Collector, that for 3 years I have known W. M. Bush, the applicant above named, living at 3146 Williams St, and that the answers to the following questions with respect to him are in my own handwriting and are true to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident? How long, to your knowledge, has the applicant been such resident thereof?	State of Colorado, County of Brown 19 years
2. What is the applicant's trade or occupation?	Motorman
3. How long has he served at his trade or occupation?	9 years

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

Yes, Brown City Hammer Co. 25¢ per hour

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

No

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left?

No

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency, of the applicant in the trade or occupation in which he seeks to be employed.

(a) Mr Bush is a careful, honest and upright man, and a man to be trusted in any position that he may seek

(c)

(d)

8. State in full the experience the applicant has had which in your opinion would tend to fit him for the position he seeks.

Mr Bush is experienced is work of the character which he seeks

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

If I had a position to give such as Mr Bush seeks, I would be pleased to have him in my employ

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

Have frequently seen him at work as Motorman, and know he is ^{the} most trusted and reliable employees of the Company

11. Are you related to the applicant? If so, state the relationship.

No

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

(a)

Not known

13. What is his general reputation and standing in the community in which he resides?

Good

(Add any other facts relative to his fitness or unfitness.)

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting, and are true in every particular to the best of my knowledge and belief.

(Signature of voucher.)

J. H. Chaffin

Date, Nov 28, 1903

(P. O. address.)

Internal Comm. Office
Denver Co.

(Applicant will NOT fill the following blanks.)

Final certificate of naturalization of

(Name of person naturalized.)

issued by the Court of

(City.)

(State.)

on _____, 1903, was filed with this application by the applicant, and was found by me to be in due form in all respects. The certificate was returned to the applicant on _____, 1903

(Initials):

MARKS.

SUBJECTS.	Marks.	Weights.	Products of marks multiplied by weights.
Age	100	2	200
Character as a workman	100	6	600
Experience	98	2	196
Physical condition			
Total		10	
General average			99.6

Due

Form 1093.

GENERAL AVERAGE { APPLICATION NUMBER } 248.
NOTE—The applicant will carefully fill all blanks down to heavy line.

APPLICATION

FOR THE

TRADES AND SKILLED OCCUPATIONS.

For position of Hatchman
(Give exact title of position or examination, as "Engineer," "Carpenter," etc.)

in the Militia & Army Service.
(As "Departmental," "Indian," etc.)

N. B.—Applicant will write plainly his first name in full, middle initial or initials (if any), and surname in full (and if a woman, whether Miss or Mrs.), and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name William M. Bush

Number and street 346 Williams St.

City or town, Denver

State or Territory, Colorado

Legal residence: State of Colorado

County of Denver

Age on last birthday, Forty-two years.

If your examination comprised educational subjects, fill out the two lines below.

To be obtained at Denver (State.)

Date of examination, Dec 12, 1903
(For scheduled examinations entries must accord with Sec. 9, "Manual of Examinations.")

Applicant will not fill the following blanks.

Application examined by B. M. Phillips

Application — approved December 21, 1903

By whom — approved B. M. Phillips

Notified of approval, December 21, 1903

Claim of preference, Sec. 1754, R. S., allowed on _____, 1903

Notified of standing March 4, 1904

Entered register ", 1904

6-1240

C. F. E.
ADDITIONAL VOUCHERS SENT.
JAN 7 1904

DECLARATION SHEET.

DIRECTIONS: Write the examination number, which is given above, on the accompanying envelope, and also on your preliminary sheet, and on each sheet of the examination. Make no error in transcribing this number, because it is the Commission's only means of identifying the examination sheets.

Fill all blanks on this sheet.

Write all answers and exercises with ink.

Write your name on no other sheet than this.

Carefully fold this sheet in four folds, from bottom to top twice, then place it in the envelope and seal the envelope.

DECLARATION.

I declare upon my honor that the answers to the following questions are true, to the best of my knowledge and belief:

Question 1. What is your name?

Denver Chaffin
Write your first name in full, your middle initial or initials, if you have any, and your surname in full.
(Women should use the prefix "Miss" or "Mrs.")

Question 2. What examination have you been authorized to take?

Watchman & Assistant Melter
Give exact title of examination.

Question 3. When and where were you born?

March, 22, 1876 *Denver* *Denver* *Colorado*
Month. Day. Year. City or town. County. State.

Question 4. Where is your legal residence and how long have you been a legal resident there?

Denver *Denver* *Colorado* *6* *6*
City or town. County. State. Years. Months.

Question 5. What are the names of two persons who signed the vouchers to your application?

E. B. Forker *W. D. Gildersleeve*

Question 6. What is your exact height measured in your bare feet?

5 *11 1/2*
Feet. Inches.

Question 7. What is your exact weight in ordinary clothing?

172

Question 8. Are you now in physical condition to justify you in taking this examination at this time? (If the applicant is ill he must give information of the fact to the supervising examiner before commencing the examination, and state in answer to this question that he has done so. The mere fact that the applicant is ill does not give him any prima facie right to a special examination or to a reexamination.)

Yes

N. B.—Make signature identical with that used in application. If the P. O. address here given differs from that in the application, indicate such fact by note on the margin of this sheet.

(Signature), *Denver Chaffin*

(Post-office address), Street, *3411 Bell St*

City or Town, *Denver*

County, *Denver*

State, *Colorado*

Examined at *Denver*, State of *Colorado*, this *12*

day of *December*, 190*3*

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

(SCHEDULE D.)

Place of Examination Denver Date December 12, 1903 Examination Number 62527

TO THE EXAMINER.—A copy of this sheet should be given to the competitor at the commencement of the examination and left on his table during the examination, and should be arranged and forwarded with the other sheets.

INSTRUCTIONS TO COMPETITORS.

Three consecutive hours are allowed for this examination, which comprises this preliminary sheet, three numbered sheets, and the "Last Sheet" or sheet of Personal Questions.

Time consumed in filling Personal Question sheet will not be considered. Be certain that all the sheets are issued to you.

Do not write on this sheet, except to note the information required in the above blanks, or soil it in any way. At the close of the examination it should be given to the examiner.

1. Your examination number will be found on the upper right-hand corner of the declaration sheet which will be given you. Write this number in its appropriate place on this sheet for use on each sheet of the examination.

2. See that each sheet received by you pertains to the kind of examination which you are taking, and take care that you do not omit any of the sheets. Competitors are held responsible for errors and omissions.

3. Note in the proper blank spaces the name of the examination, the place and date of the examination, the examination number, and the time of commencing and completing each examination sheet.

4. You are not limited in time on any sheet, but you should gauge your work so as to complete the examination within the prescribed limit of time. Time is reckoned from the moment of receiving the first examination sheet. No allowance will be made for the time lost in or out of the examination room.

5. Do not leave the room, if possible to avoid it, with a sheet before you unfinished, for if you do the sheet will be taken up and will not be returned to you. A competitor in an examination of five hours or less is not allowed to leave the room until he has finished his examination, except in case of extreme necessity. No competitor shall leave the room at any time without permission of the examiner.

6. Read carefully the printed instructions on each sheet before commencing work thereon.

7. If necessary, the back of a sheet may be used to complete your work, unless directions to the contrary are printed on the sheet.

8. An examination sheet spoiled by you can not be exchanged for another of the same kind.

9. Perform all work on each examination sheet with ink.

10. Pencil and scratch paper may be used in preliminary work, except in the spelling exercise, which must be written with ink directly on examination sheet from the dictation of the examiner.

11. Use no scratch paper except that furnished by the examiner in charge and, on completing an examination sheet, hand him the scratch paper pertaining to that sheet. Have all your work complete on the examination sheet, however, as the scratch paper is collected, not for consideration in the marking, but for destruction.

12. No helps of any kind are allowed. Before the examination is commenced, hand to the examiner any written or printed matter that you may have which might, if used, aid you in your work. Do not make a copy of any of the questions to be taken from the examination room.

13. All conversation or communication between the competitors during the examination is strictly prohibited.

14. CAUTION.—Every competitor is cautioned not to attempt to copy from the work of any other competitor nor to permit any competitor to copy from his work or look over the sheets in his possession. All work, as soon as written, should be carefully covered with a blotter or turned over as the sheets are completed. Evidences of copying or collusion in an examination may result in the cancellation of the examination papers and in debarring those guilty from all future examinations.

15. All necessary explanations will be made to the whole class. Examiners are forbidden to explain the meaning of any question or to make any remarks or suggestions that may assist in its solution.

16. No unnecessary delay will occur in marking your papers, and you will be notified of your standing, whether you pass or fail, as soon as your papers are marked. You are requested not to increase the labors of the Commission by making inquiries in regard to your standing.

(N. B.—The competitor should not write in the form below.)

REPORT OF RATINGS.

SUBJECTS.	Averages.	Relative weights.	Products of averages multiplied by weights.
Part I.—Educational.			
First—Arithmetic	100	4	400
Second—Letter-writing	60	3	180
Third—Penmanship	75	1	75
Fourth—Copying from plain copy	99	2	198
TOTAL		10	853
AVERAGE			85.30
Part II.—Noneducational.			
First—Age		1	100
Second—Physical condition	98	1	98
Third—Experience	100	3	300
TOTAL		5	498
AVERAGE			99.60
Part I—Average	85.3	3	255.9
Part II—Average	99.6	7	697.2
TOTAL		10	953.1
AVERAGE PERCENTAGE			95.31

MARKS.	
Possible credits	500
Total charges	
Average	100

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

SCHEDULE D.

Competitor must fill these blanks.

Time commenced 9:56 Date December 12, 1903 Examination No. 62627
Time finished 10:40 Place of Examination Denver, Colorado

FIRST SUBJECT—ARITHMETIC.

N. B.—In solving problems the processes should be not merely indicated, but ALL THE FIGURES necessary in solving each problem should be GIVEN IN FULL, on this sheet. The answer to each problem should be indicated by writing "Ans." after it.

If more space is required use back of this sheet, numbering work to correspond with number of question.

Question 1. Add the following numbers:

8,959,668,399
8,879,759,678
7,686,898,967
5,955,966,847
3,344,474,755
9,487,543,533
8,573,782,623
1,386,281,675

54,274,376,477 Ans.

Question 2. Divide 503,428,192 by 7,856.

7,856 1503428192 164082 Ans.
47136
32068
31424
64419
62848
15712
15712

Question 3. Multiply 8,698 by 4,809 and from the product subtract 720,289.

8,698
4,809
78282
69584
34792
41,828,682 product

41,828,682
720,289
41,108,393 Ans.

Question 4. An office used an average of 15,680 lb. of coal each of the 26 working days of a month. The coal was purchased for \$6.80 per ton of 2,240 lb. What was the total cost of the coal used during the month?

15,680 lb.
26
407,680
31360
407,680 lb. used during month.

2240 lb. 407,680 182 tons used during month.
2240
18368
17920
4480
4480

182 tons
6.80
14560
1092
1237.60 Ans.

Question 5. A man divided his estate among his wife, son, and daughter. To his wife he gave \$87,600; to his son, \$14,700 less than to his wife; and to his daughter, \$19,800 less than to his son. What was the value of the estate?

\$87,600 wife
14,700
\$72,900 son

\$72,900 son
19,800
\$53,100 daughter.

\$87,600 wife
72,900 son
53,100 daughter
\$213,600 Ans.

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

SCHEDULE D.

Competitor must
fill these blanks.

Time commenced 10 ⁴²/₂₄ Date December 12, 1903. Examination No. 62527
Time finished 11 ³⁹/₂₄ Place of Examination Denver, Colorado

SECOND SUBJECT—LETTER-WRITING.

Write in the space below a letter of not less than 100 words on *one* (and only one) of the following subjects:

1. Some of the advantages derived from having a steady income.
2. The value of promptness and reliability as aids to success.

TO THE COMPETITOR.—The letter must be dated at the place where the examination is held, and be addressed to the "United States Civil Service Commission, Washington, D. C." The competitor must avoid allusion to his political or religious opinions or affiliations. The examination number, and not the name of the competitor, must be used for a signature to the letter.

This exercise is designed chiefly to test the competitor's skill in simple English composition. In marking the letter, its errors in form and address, in spelling, capitalization, punctuation, syntax, and style, and its adherence to the subject, will be considered.

Denver, Colorado, Dec. 12, 1903.

United States Civil Service Commission,
Washington, D. C.

Dear Sirs:—

One's promptness and reliability will
aid them to success in a great many ways.
through life, in all transactions be prompt and
reliable.

By so doing all associates will regard them
who does so as very shrewd, and they will be
respected by always doing so.

Promptness is one of the most important
things there is to use through life, by being so
one saves themselves, and all their associates a
great deal of trouble, and inconvenience.

Next comes reliability by being reliable one can
always be depended upon through life to do
whatever they promise to do regardless of the cost.

Yours truly
62527

MARK.
Penmanship

UNITED STATES CIVIL SERVICE COMMISSION.

MINT AND ASSAY SERVICE—MECHANICAL TRADES, ETC., EXAMINATION.

SCHEDULE D.

Competitor must fill these blanks. { Time commenced 11:39 A.M. Date December 12, 1903 Examination No. 62527
Time finished 1:53 P.M. Place of Examination Denver Colorado

THIRD SUBJECT—PENMANSHIP.

N. B.—The mark on penmanship will be determined by legibility, rapidity, neatness, and general appearance, and by correctness and uniformity in the formation of words, letters, and punctuation marks in the exercise on this sheet.

MARK.
Copying from plain copy

FOURTH SUBJECT—COPYING FROM PLAIN COPY.

N. B.—Paragraph, spell, capitalize, and punctuate precisely as in copy. All omissions and mistakes will be taken into consideration in marking this subject.

Penmanship will be marked on this exercise.

Make an exact written copy of the following :

We recognize the great and growing problems involved in this municipal question. Thousands of human beings, holding the most diverse positions in life, have their welfare bound up in the question. The health, physical and moral, of working boys and girls, of men and women, of artisans, of merchants or professional men, will depend more and more closely as the years roll on upon the kind of city government which we demand to-day.

We recognize the great and growing problems involved in this municipal question. Thousands of human beings, holding the most diverse positions in life, have their welfare bound up in the question. The health, physical and moral, of working boys and girls, of men and women, of artisans, of merchants or professional men, will depend more and more closely as the years roll on upon the kind of city government which we demand to-day.

ALL SERVICES—PERSONAL QUESTIONS.

(FOR USE IN ALL EXAMINATIONS EXCEPT INDIAN SERVICE.)

KIND OF EXAMINATION: *Hatchman Mint service*

Competitor must fill these blanks. { Time commenced *11⁵⁴ AM* Date *December, 12, 1903* Examination No. *621327*
 { Time finished *12³⁴ PM* Place of Examination *Denver, Colorado*

N. B.—This sheet must be completed by each competitor at the close of his examination. All the questions should be fully and specifically answered, as the answers may guide an appointing officer in making a selection. Any false statement made by a competitor in answer to the following questions will be considered sufficient cause for the cancellation of his examination papers, or for his removal from the public service in the event of his appointment. The time consumed in answering these questions will not be considered as part of the time allowed for the examination.

Question 1. State fully all the trades, professions, or other different occupations in which you have been engaged, giving the place and approximate length of service in each case, and your employers' names and addresses.

Was employed on fathers farm till I was 21 yrs of age. Worked on ranch for myself for about one year at Whitewater Colorado. Fathers address J. M. Chaffee Whittier California. Worked for Baker & Bell as teamster in Denver Colorado. T. A. Bell Ft Collins Colorado.

Commenced work as locomotive fireman for the Burlington & Missouri River R.R. Co. October 23, 1898. continued so till July 1900, when I was promoted to locomotive engineer, where I am employed at present date.

Question 2. Give fully the extent of your education, naming the schools or institutions you have attended, stating the length of attendance at each, and the courses of study pursued.

Attended an ungraded school till I was 18 yrs of age when not employed on my fathers farm.

Also took short course in commercial school. Courses of studies pursued. Reading, penmanship, Geography, Orthography, Sithmetic, Algebra and Book keeping.

Commercial course was taken at Drake University, Des Moines Iowa.

Question 3. Can you speak and translate any foreign languages? If so, what languages and to what extent?

No.

Question 4. (a) Are you now employed?

Yes.

(b) In what capacity or occupation?

Locomotive Engineer.

(c) What salary are you receiving?

Average \$100 per mo.

(d) By whom are you employed?

Burlington & Missouri River R.R. Co.

(e) State the highest salary you have received in any employment.

\$125.00

(f) In what capacity or occupation?

Locomotive Engineer.

(g) By whom were you employed?

Burlington & Missouri River R.R. Co.

Question 5. What is the lowest salary you are willing to accept in the event of an appointment?

NOTE—Questions 5, 6, and 7, must be answered definitely.

Stipulated salary of position I am appointed to

Question 6. Are you willing to accept a position in:

NOTE—This question does not apply to the Internal Revenue, the Post-Office, or the Custom-House service.

Washington, D. C.?

Yes.

In your own State?

Yes.

In neighboring States?

Yes.

Anywhere?

Yes.

Question 7. Would you be willing to accept a temporary position? If so, under what conditions?

Yes. With a chance of a permanent position.

Question 8. What courses of study have you pursued or what special preparation have you made for the examination you have just taken?

Not any.

Question 9. Did you copy from the papers of any competitor or receive any aid whatever from any competitor, or in any other manner, during this examination?

I did not.

Question 10. Did any competitor copy from your papers, or did you render any aid whatever to any competitor during this examination?

Not that I know of. No.

I hereby certify, upon my honor, that the answers to the foregoing questions are true, to the best of my knowledge and belief.

Examination Number, 62527

85,30

UNITED STATES CIVIL SERVICE COMMISSION.

ADDITIONAL VOUCHER FOR THE TRADES AND SKILLED OCCUPATIONS.

To be sent to persons named in application as having knowledge of applicant's character, qualifications, and fitness.

The person to whom this form is sent is requested to answer as fully and specifically as possible all the questions hereon. Any additional information respecting the character, qualifications, or fitness of the applicant should also be given. Avoid any allusion to politics or religion. The completed form should be returned as promptly as possible to the United States Civil Service Commission, Washington, D. C., a penalty envelope, requiring no postage, being inclosed for this purpose. Unless this voucher is returned to the Commission within sixty days from the date of the accompanying letter the applicant's examination will be canceled.

STATEMENT OF VOUCHER.

I hereby certify that I am 39 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 15 years; that my occupation is Locomotive Eng.; that for 5 or 6 years I have known Denver Chaffee the applicant named herewith, living at Denver, Colo., and that the answers to the following questions with respect to him are in my own handwriting and are true, to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colorado, County of Denver

How long, to your knowledge, has the applicant been such resident thereof?

5 or 6 years — months.

2. What is the applicant's trade or occupation?

Locomotive Engineer

3. How long has he served at his trade or occupation?

5 or 6 years as Fireman & Engineer

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

By the P & M Railway as engineer. Salary runs from \$125.00 to \$150.00 per month.

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

Yes. About a year as fireman on passenger run between Denver & Alliance. At intervals prior to the above on run from Denver to Akron.

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left.

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency of the applicant in the trade or occupation in which he seeks to be employed.

(a) I am not acquainted with the required qualifications for the position sought by Mr. Chaffee. As a locomotive fireman he was
(b) a very good man. - careful, attentive to business, & very trustworthy.

His record since promotion is very good.
(c) I think he was promoted to road work as engineer something over a year ago. I don't remember the exact time.

(d)

8. State in full the experience the applicant has had which, in your opinion, would tend to fit him for the position he seeks.

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

So an unlimited extent- depending on the examination he would pass for work to be done.

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

By actual contact & observation of his work. I am working for the same Company- in the same department.

11. Are you related to the applicant? If so, state the relationship.

No.

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

(a) Not that I know of

13. What is his general reputation and standing in the community in which he resides?

Very good

(Add any other facts relative to his fitness or unfitness.)

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true, in every particular, to the best of my knowledge and belief.

(Signature of voucher.)

K. B. Hamilton

Date Jan. 12th, 1904

(P. O. address.) 1519 W. 36 Ave. Denver, Colo.

Form 1093 a.

United States Civil Service Commission.

ADDITIONAL VOUCHER

FOR THE

TRADES AND SKILLED OCCUPATIONS.

Name of applicant,

Denver Chaffee

For position of

in the M & A

Service.

Name of voucher,

K. B. Hamilton

896b10m6-6

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JAN 6 1904

UNITED STATES CIVIL SERVICE COMMISSION.

ADDITIONAL VOUCHER FOR THE TRADES AND SKILLED OCCUPATIONS.

To be sent to persons named in application as having knowledge of applicant's character, qualifications, and fitness.

The person to whom this form is sent is requested to answer as fully and specifically as possible all the questions hereon. Any additional information respecting the character, qualifications, or fitness of the applicant should also be given. Avoid any allusion to politics or religion. The completed form should be returned as promptly as possible to the United States Civil Service Commission, Washington, D. C., a penalty envelope, requiring no postage, being inclosed for this purpose. Unless this voucher is returned to the Commission within sixty days from the date of the accompanying letter the applicant's examination will be canceled.

STATEMENT OF VOUCHER.

I hereby certify that I am 67 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 14 years; that my occupation is Clergyman; that for about 3 years I have known Denver Chaffee the applicant named herewith, living at Denver, and that the answers to the following questions with respect to him are in my own handwriting and are true, to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colorado, County of Denver
_____ years _____ months.

How long, to your knowledge, has the applicant been such resident thereof?

2. What is the applicant's trade or occupation?

Railroad Service

3. How long has he served at his trade or occupation?

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

Employed at present Railroading - do not know his salary

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

Have not

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left.

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency of the applicant in the trade or occupation in which he seeks to be employed.

(a)

(b) I consider him above the average

(c) So industrious

(d)

8. State in full the experience the applicant has had which, in your opinion, would tend to fit him for the position he seeks.

Has so far as I know enjoyed the confidence of his employers as a growing + rising man

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

Would have no hesitation whatever

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

From a knowledge of him in my congregation

11. Are you related to the applicant? If so, state the relationship.

no

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

So far as I know emphatically
(a) no (b) —

13. What is his general reputation and standing in the community in which he resides?

Excellent

(Add any other facts relative to his fitness or unfitness.)

I consider this young man Denver Chaffee worthy of all confidence—possessing a high average of intelligence and a man that will increase in efficiency

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true, in every particular, to the best of my knowledge and belief.

(Signature of voucher.)

Geo T. Griseman

Date, Jan 12, 1904

(P. O. address.) Denver Colorado

At present in San Diego, California on vacation

Form 1093 a.

United States Civil Service Commission.

ADDITIONAL VOUCHER

FOR THE

TRADES AND SKILLED OCCUPATIONS.

Name of applicant,

Denver Chaffee

For position of

M & A Service.

Name of voucher,

Geo T. Griseman

UNITED STATES CIVIL SERVICE COMMISSION.

ADDITIONAL VOUCHER FOR THE TRADES AND SKILLED OCCUPATIONS.

To be sent to persons named in application as having knowledge of applicant's character, qualifications, and fitness.

The person to whom this form is sent is requested to answer as fully and specifically as possible all the questions hereon. Any additional information respecting the character, qualifications, or fitness of the applicant should also be given. Avoid any allusion to politics or religion. The completed form should be returned as promptly as possible to the United States Civil Service Commission, Washington, D. C., a penalty envelope, requiring no postage, being inclosed for this purpose. Unless this voucher is returned to the Commission within sixty days from the date of the accompanying letter the applicant's examination will be canceled.

STATEMENT OF VOUCHER.

I hereby certify that I am 53 years of age; that I am a legal resident of the State of Lora; that I have been such resident for 39 years; that my occupation is Banker; that for 15 years I have known Lennor Chaffee the applicant named herewith, living at Mitchellville La, and that the answers to the following questions with respect to him are in my own handwriting and are true, to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident? State of Colorado, County of Chaut 2 years months.

2. What is the applicant's trade or occupation?

was Farmer when here

3. How long has he served at his trade or occupation?

Since leaving here

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

I do not know

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

no

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left.

7. State fully your views with respect to: (a) the skill, (b) the care or carefulness, (c) the industry, and (d) the rapidity or general efficiency of the applicant in the trade or occupation in which he seeks to be employed.

(a) Considered him a skillful young man

(b) Careful

(c) Industrious

(d) Is Generally a Bright Rapid & Efficient young man -

8. State in full the experience the applicant has had which, in your opinion, would tend to fit him for the position he seeks.

I Cant State Personally-

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

From what I know know I would
give him Employment-

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

I have not had much
information when he left here
I have not been personally acquainted
with his Business or occupation

11. Are you related to the applicant? If so, state the relationship.

no

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

(a) no (b) no

13. What is his general reputation and standing in the community in which he resides?

good

(Add any other facts relative to his fitness or unfitness.)

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true, in every particular, to the best of my knowledge and belief.

(Signature of voucher)

Date,

Jan 8

1904

(P. O. address.)

S. J. Oldfield
Mitchellville La

Form 1093 a.

United States Civil Service Commission.

ADDITIONAL VOUCHER

FOR THE

TRADES AND SKILLED OCCUPATIONS.

Name of applicant,

Denver Lauffer

For position of

M r a Service.

Name of voucher,

S. J. Oldfield

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR THE TRADES AND SKILLED OCCUPATIONS.

Each applicant for employment in any of the recognized trades, or in any occupation requiring skill or experience, must fill out the statement hereon and have the vouchers executed. Applicants who pass an examination and receive appointment will be given a practical trial when they report for duty, and will be liable to immediate discharge if it is found that they do not possess the requisite skill or ability.

Applicants are informed that those who receive appointment to any of the trades or skilled occupations may be required to undergo a physical examination and furnish a physician's certificate, upon reporting for duty.

N. B.—Applicants are cautioned to answer as fully and completely as possible all the questions asked, as failure to give complete information may result in reduced ratings.

To the UNITED STATES CIVIL SERVICE COMMISSION:

I, the undersigned, hereby apply for the position of Watchman (Name position.)
in the Mint & assay (Name of service.) service, intending to accept the position if selected for appointment.

1. Answer the inquiries in the following table as to citizenship, place and date of birth, and age. [If a naturalized citizen, your certificate of naturalization, or the certificate of naturalization of one of your parents (if such parent was naturalized while you were a minor), with sworn statements of two disinterested citizens as to the reputed relationship, must be forwarded with the application. The certificate will be returned to you.]

Are you a citizen of the United States?	Place of birth.	Date of birth (give month, day, and year).	Age on LAST birthday.
<u>Yes</u>	<u>Denver Colorado</u>	<u>March 21 21</u> , 18 <u>76</u>	<u>27</u> years.

2. Of what State or Territory are you an actual bona fide (legal) resident? (Before answering read Reg. VI, Sec. 35, Manual.)

Length of legal residence therein? (The latter part of date must be the same month and year, at least, as shown in "jurat.")	Of what county are you an actual bona fide (legal) resident?	Length of legal residence in county. (The latter part of date must be the same month and year, at least, as shown in "jurat.")
From <u>April 8, 1897</u> to <u>Nov. 18, 1903</u>	<u>Denver</u>	From <u>April 8, 1898</u> to <u>Nov. 18, 1903</u>

3. Were you ever in the U. S. military or naval service?

In what company and regiment, or on what vessel? (Do not give service in State militia.)	Give the exact name under which you enlisted and were discharged.
<u>No</u>	

3a. Dates of enlistment and discharge from U. S. military or naval service.

Was the discharge on account of disability incurred in line of duty? (See Sec. 176, Manual.)

Enlisted _____
Discharged _____

4. Were you ever in the civil branch of the U. S. service?	In what department or service were you employed?	For what period were you so employed? (Show month and year.)	Did you voluntarily resign?	Were you discharged? Cause not required.	Are you now in the civil branch of the U. S. service? If so, where?
<u>No</u>		From _____, to _____			<u>No</u>

5. Have you any other application on file or is your name now on any register for appointment in any branch of the classified service? If so, for what position?

No

6. Have you ever been (a) convicted of, or (b) indicted for, any crime? If so, inclose herewith a certified copy of the court proceedings, showing the essential facts in the case.

No

7. (a) Are you married? (b) Have you ever been married?

(c) Are any members of your family in the United States Government service? If so, state in each case the relationship, the position held, and the office and branch of the service.

(a) Yes (b) Yes
(c) Yes Brother, Bureau postal service Denver

8. State fully and in detail all the practical experience you have had in the trade or occupation (not position) in which you seek employment. State (a) when, giving dates, (b) where, (c) by whom you were employed. (d) the salary or wages received, and (e) the specific nature of your duties in each case. (It is very important that this statement should be accurate and complete.)

No experience

2

9. State fully what experience you have had in other trades or occupations than that in which you seek employment. Give full details in each case as to the character of your employment or the nature of your duties, and state (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, and (e) the length of time in years and months in each case. (The applicant should furnish here a complete and comprehensive statement showing every kind of occupation, other than that mentioned in question 8, which he has followed since he began work, the names and locations of employers; and the dates and periods of employment should be given as accurately as possible.) If more space is required, use blank paper, numbering your answers to correspond with the number of this question.

I was employed on my father's farm near Mitchellville Iowa from the time I was large enough to work till I was 21 years of age when I came to Colorado going to Whitewater where I worked for myself on a ranch from April 5, 1897 to April 20, 1898.

Coming to Denver I found employment with Baker & Bell as teamster at one dollar per day from June 27, 1898 to Oct. 20, 1898. T. A. Bell Ft Collins Colo.

I then found employment Oct. 25, 1898 with the Burlington & Missouri River R.R. as fireman at an average of (\$65.00) sixty five dollars per month was promoted to engineer July 1900, at which I am employed at present at an average of (\$100.00) one hundred dollars per month with the same company at Denver Colorado.

10. At what age did you start to learn the trade or occupation in which you seek to be employed?

11. (a) Does the trade or occupation referred to require an apprenticeship?
(b) If so, how long did you serve as an apprentice?

(a) _____ (b) _____

12. Since the completion of your apprenticeship, how long have you worked at the trade or occupation in which you seek to be employed?

13. (a) Since the completion of your apprenticeship, have you been continuously employed at the trade or occupation in which you seek to be employed?

(a) _____

(b) If not, for what periods have you been continuously employed? (Give dates.)

(b) _____

NOTE.—Applicants are cautioned not to claim any of the time served as an apprentice under this question.

14. (a) Are you now employed at the trade or occupation in which you seek to be employed?

(a) No

(b) If so, by whom, and at what salary?

(b) _____

15. If you are not now employed at said trade or occupation, when did you quit work at it, for what reason, and at what are you now employed?

I never was employed at said trade or occupation. I'm employed as Locomotive engineer.

16. To what extent are you a skillful and rapid workman in all the details of the trade or occupation in which you seek to be employed? (Answer fully and specifically.)

I never have been employed at it but am confident that I could succeed.

17. (a) Does the trade or occupation in which you seek to be employed require a license?

(a) No

(b) If so, have you such a license? (In cases in which a license is required, the applicant is notified that he may be called upon to produce it.)

(b) _____

(c) If you have such a license, state when, where, and by whom it was issued.

(c) _____

18. Give the names and addresses, stating the business or occupation of each, of five persons, preferably employers, who have knowledge of your experience in the trade or occupation to which you seek appointment. The persons named should be in addition to those who sign the vouchers for the applicant, and should be, if possible, persons whose business or occupation is such, as to render them competent to judge of your ability, qualifications, and fitness. The applicant is informed that inquiries will be made of the persons named concerning his qualifications, etc., and unless replies are received his application will be canceled as incomplete.

	NAMES.	ADDRESSES.	BUSINESS OR OCCUPATION.
1.	<u>P. O. Hylesworth</u>	<u>Ft Collins Colo</u>	<u>Pres of State Agricultural College</u>
2.	<u>C. H. Wilson</u>	<u>1268 So Logan Denver Colo</u>	<u>Grocer</u>
3.	<u>S. J. Oldfield</u>	<u>Mitchellville Iowa</u>	<u>Banker</u>
4.	<u>H. B. Hamilton</u>	<u>1519 West 36th Denver Colo</u>	<u>Locomotive Engineer</u>
5.	<u>Rev. S. T. Crissman</u>	<u>1574 So Penna. Ave Denver Colo</u>	<u>Minister</u>

19. What has been your place of abode and occupation during each of the past four years?

	This year, 1903	Last year, 1902	Year before last year, 1901	Second year before last year, 1900
Place of abode	<u>Denver</u>	<u>Denver</u>	<u>Denver</u>	<u>Denver</u>
Occupation	<u>Locomotive Engineer</u>	<u>Locomotive Engineer</u>	<u>Locomotive Engineer</u>	<u>Locomotive Engineer</u>

20. References.—Give the names and addresses of two physicians with whom you are acquainted, one of whom is your family physician or the physician who last treated you.

	NAMES.	ADDRESSES.
(1)	<u>Dr. J. B. Irvine</u>	<u>Denver Colo</u>
(2)	<u>Dr. B. B. Richmond</u>	<u>Denver Colo</u> (family physician)

21. Physique.—Exact age, 27 yrs 8 mo; weight (coat and vest off), 172; exact height, 5 ft 11 1/2 in; girth of chest (under vest) on forced expansion, 44;

on forced contraction, 39; girth of waist, 36. Has your weight recently decreased in any considerable degree? No. If so, give

explanation.

22. Health Record.—Is your name borne on the United States pension rolls? No If so, for what disability? _____
 Have you ever been examined for life insurance? Yes When? 9-12-1913 By what company? Brotherhood of Locomotive Engineers If so, were you accepted? Yes If rejected, for what disability? _____ Have you now, or have you had, any of the following disabilities? (Answer "Yes" or "No" to each inquiry; in case answer is "Yes," describe fully under question 24.) Sore eyes or any defects of vision, No; discharges from either ear, or any defect of hearing, No; any injury, deformity, or defect of hand, arm, foot, or leg, No; a chronic or persistent cough or hoarseness or spitting of blood, No; asthma or shortness of breath, No; any chest, lung, throat, mouth, or nasal disease, No; any catarrh, No; any skin eruption, No; tumors, sores, ulcers, enlarged or varicose veins, No; any malarial or other fever, No; sunstroke, No; gout or rheumatism, No; paralysis or muscular weakness, No; piles, No; rupture, No; difficult or tedious urination, No; immoderate flow of urine, No; gravel, bladder, or kidney disease, No; any disease or infirmity not referred to herein? No Are you subject to dizziness, No; to headache—severe, protracted, or frequent, No; to loss of consciousness, No; to convulsions or fits, No; nervous exhaustion or mental derangement, No; fainting spells, No; palpitation or other irregularity of the heart, No; pain in the region of the heart or any disease of the heart, No; dyspepsia, No; pain in the region of the stomach, No; colic, No; diarrhea, No; constipation, No; any symptom of disease or disability not referred to herein? No Do you wear glasses? No

23. Habits.—State specifically your past and your present habits in the use of alcohol, _____, or other stimulants, _____ of tobacco, _____, opium, _____, morphine, _____, or other narcotic drug, _____ (Refer to each in your answer.)

Never have used alcohol, or other stimulants at any time.
Never have used tobacco, opium, morphine or other narcotic drugs at any time.
 24. Describe fully here all disabilities, defects, or infirmities which you now have or may have had in the past. Never have had any disabilities or infirmities nor have not now to my knowledge.

25. Are each and all of the answers to the foregoing questions in your own handwriting? Yes If not, whose handwriting? _____

26. Are the answers to each and all of the foregoing questions true to the best of your knowledge and belief? Yes

(Signature of applicant.) Denver Chaffee
 (Sign your first name in full, your middle initial or initials, if you have any, and your surname in full.)

(P. O. address. Give number, street, city, and State, Territory, or District of Columbia.) 3411 Ball St Denver Colo

DO NOT OMIT JURAT, OFFICER'S CERTIFICATE, OR VOUCHERS.

JURAT OR OATH.

[The following oath may be taken at any place in the United States most convenient to applicant, before any NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, to whom the applicant is personally known, and before whom the applicant must appear in person. THE OFFICER'S SIGNATURE MUST BE AUTHENTICATED BY OFFICIAL (IMPRESSION) SEAL. If the oath be taken before a justice of the peace or other officer who has not such seal, his official character must be certified by the clerk of court, secretary of state, or other proper officer, under official seal.]

Subscribed and sworn to before me by the above-named applicant, to me personally known, this 18 day of November, 1903, at Denver, County of Adams, and State [or Territory or District] of Colorado.

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.) Robert E. Steiner

(Official title.) Notary Public

The official seal must not be omitted on "jurat," unless the officer who executes the jurat is an officer of the county claimed by applicant as legal residence and executes the officer's certificate, in which event, if the seal be impressed on the "certificate," it need not be impressed on the "jurat."

OFFICER'S CERTIFICATE.

This certificate must be executed by an officer in the county in which applicant claims legal residence, who must attach his official (impression) seal. A notary public, county, municipal, or police court clerk, mayor, justice of the peace, or other officer may execute the certificate, provided he has an official (impression) seal, claimed by the applicant. No certificate will be accepted without such seal, unless the official character of the officer is certified to by the clerk of court or other proper officer under official (impression) seal. Applicants for positions in the Departments and offices at Washington, D. C., which are subject to the law of apportionment must show a legal residence in the county where legal residence is claimed of not less than six months next preceding date of application. (Sup. Rev. Stat., Vol. L, p. 772.) Applicants for positions in the Departmental service outside of Washington, D. C. (including positions in Railway Mail, Indian, Custodian, Light-House, Marine-Hospital, Steamboat-Inspection, Engineer, Ordnance, Mint, Pension Agency, Revenue-Cutter, and Sub-treasury services), and positions in the Departments and offices at Washington, D. C., which are not subject to the law of apportionment, must also furnish this certificate, but any specified period of time, more or less than six months, will be accepted.

I, a Notary Public, of the County of Denver

(Official designation of officer.)

and State [or Territory] of Colorado, do hereby certify that Denver Chaffee

(Write name to agree exactly with applicant's signature.)

the applicant, who signs the above application for civil-service examination, is now an actual bona fide (legal) resident of the County of Denver, and State [or Territory] of Colorado.

(N. B.—Legal and bodily residence are not necessarily the same. See Reg. VI.)

and has been such resident for one years _____ months next preceding the date hereof.

Dated at Denver, County of Denver, and State [or Territory] of Colorado, this 18 day of November, 1903.

[OFFICIAL IMPRESSION SEAL.] (Signature of officer.) Robert E. Steiner

The official seal must not be omitted. Any addition or alteration in the printed wording will nullify the certificate.

VOUCHERS.

(Avoid all allusion to religion and politics.)

Every person filing application on this form must furnish the vouchers of two citizens of the United States. Vouchers must be at least 21 years of age, acquainted with applicant not less than six months, and will not be accepted from the father, mother, sister, brother, husband, wife, or child of applicant, and at least one voucher must not be related to the applicant even more remotely. Of the three certificates on this blank (officer's and two vouchers) no person may sign more than one. The persons making the vouchers should, if practicable, be those by whom the applicant has been employed, or under whom or with whom he has worked at the trade or occupation for which he seeks to be examined. In case the applicant has not been in the employ of two persons or firms, one voucher may be filled out by a foreman or fellow-workman. The Commission will have the statements of applicants and the statements of those who execute the vouchers verified whenever found necessary, and will require such additional evidence as may be deemed essential. All questions must be answered and all answers must be in ink, in the handwriting of the signer. "Do not know" will not be accepted as answer to any question. The persons who sign the vouchers are notified that they may be called upon to furnish further information concerning their knowledge of the applicant.

VOUCHER No. 1.

I hereby certify that I am 42 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 25 years; that my occupation is Merchant; that for 1 1/3 years I have known Denver Chaffee the applicant above named, living at Denver Colo, and that the answers to the following questions with respect to him are in my own handwriting and are true to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colorado, County of Denver

How long, to your knowledge, has the applicant been such resident thereof?

5 years 6 months.

2. What is the applicant's trade or occupation?

Locomotive engineer

3. How long has he served at his trade or occupation?

3 1/3 years

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

yes. - B & M R. R. Co. - average \$100 per month

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

No

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left?

7. State fully your views of the applicant in the trade or occupation in which he seeks to be employed with respect to:

Skill.

Think he is fully competent to fill the position he is applicant for.

Care or carefulness.

I consider him very careful and considerate.

Industry.

Very industrious and steady in his present occupation

Rapidity or general efficiency.

As to rapidity and general efficiency would consider him very competent.

8. State in full the experience the applicant has had which in your opinion would tend to fit him for the position he seeks.

As an employee in the mechanical department of the D & M R R Co and the record he has made while so employed.

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

Would gladly employ him in a similar position if it were possible.

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

Personal observation and business relations with the applicant during all the time I have known him.

11. Are you related to the applicant? If so, state the relationship.

No

12. (a) Is the applicant addicted to the use of intoxicating liquors?
(b) If so, to what extent?

(a) No (b)

13. What is his general reputation and standing in the community in which he resides?

Excellent

(Add any other facts relative to his fitness or unfitness.)

Steady, industrious, sober and thoroughly reliable.

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting and are true in every particular to the best of my knowledge and belief.

(Signature of voucher.)

W. D. Giddens

Date, 11/16, 1903

(P. O. address.)

1929 N 35 Ave

VOUCHER No. 2.

I hereby certify that I am 36 years of age; that I am a legal resident of the State of Colorado; that I have been such resident for 4 years; that my occupation is Grocery Buyer; that for 15 years I have known Dever Chaffee, the applicant above named, living at Denver Colo., and that the answers to the following questions with respect to him are in my own handwriting and are true to the best of my knowledge and belief.

1. Of what State or Territory and of what county is the applicant an actual bona fide (legal) resident?

State of Colorado, County of Denver

How long, to your knowledge, has the applicant been such resident thereof?

Five years 6 months.

2. What is the applicant's trade or occupation?

Engineer (Locomotive)

3. How long has he served at his trade or occupation?

Three years & 4 Mo

4. Is he at present employed? If so, by whom, at what trade or occupation, and at what salary?

Yes. B & M. R. R. Co. Locomotive Eng'n.
Avg. \$100⁰⁰ per mo

5. Have you ever employed or worked with the applicant? If so, where, how long, and in what capacity?

No.

6. If the applicant has left your employ, or any of the persons or firms by which you are or have been employed, state fully in each case when and why he left?

7. State fully your views of the applicant in the trade or occupation in which he seeks to be employed with respect to:

Skill, *Competent*

Care or carefulness,

Good.

Industry,

Good

Rapidity or general efficiency,

Good

8. State in full the experience the applicant has had which in your opinion would tend to fit him for the position he seeks.

*His experience with general public
as an employee.*

9. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?

To the fullest extent

10. How have you obtained your knowledge of the applicant with respect to the information which you have given in this certificate?

*By personal acquaintance with him
for fifteen year and business
transactions several years.*

11. Are you related to the applicant? If so, state the relationship.	No.
12. (a) Is the applicant addicted to the use of intoxicating liquors? (b) If so, to what extent?	(a) No (b)
13. What is his general reputation and standing in the community in which he resides?	Very Good.

(Add any other facts relative to his fitness or unfitness.)

I consider him a first class man for any position. Honest & reliable

I CERTIFY, on honor, that the foregoing answers and statements are in my own handwriting, and are true in every particular to the best of my knowledge and belief.

(Signature of voucher.)

E. C. Foster

Date, Nov 18, 1903 (P. O. address.) 633 So Grant St. Newer Cal.

(Applicant will NOT fill the following blanks.)

Final certificate of naturalization of _____ (Name of person naturalized.)
issued by the _____ Court of _____ (City.) _____ (State.)
on _____, 1903, was filed with this application by the applicant, and was found by me to be
in due form in all respects. The certificate was returned to the applicant on _____, 1903
(Initials): _____

MARKS.

SUBJECTS.	Marks.	Weights.	Products of marks multiplied by weights.
Age	100	2	200
Physical condition	98	2	196
Experience	100	6	600
Total		10	996
General average			99.600

Duel

DWS

Form 1093.

GENERAL AVERAGE { 95.31 APPLICATION NUMBER { 228.

NOTE.—The Applicant will carefully fill all blanks down to heavy line.

APPLICATION

FOR THE

TRADES AND SKILLED OCCUPATIONS.

For position of Watchman
(Give exact title of position or examination, as "Engineer," "Carpenter," etc.)

in the Mint & Assay Service.
(As "Departmental," "Indian," etc.)

N. B.—Applicant will write plainly his first name in full, middle initial or initials (if any), and surname in full (and if a woman, whether Miss or Mrs.), and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name, Dennis Lehaffie
Number and street, 3411 Belmont
City or town, Denver
State or Territory, Kola

Legal residence: State of Colorado
County of Denver

Age on last birthday, 21 years.

If your examination comprises educational subjects, fill out the two lines below.

To be examined at Denver, Kola (State.)

Date of examination, Dec 12, 1903
(For scheduled examinations entries must accord with Sec. 9, "Manual of Examinations.")

Applicant will not fill the following blanks.

Application examined by E. C. Foster

Application — approved November 20, 1903

By whom — approved B. M. Phillips

Notified of approval, November 20, 1903

Claim of preference, Sec. 1754, R. S.,

allowed on _____, 1903 File No.

Notified of standing March 15, 1904

Entered register " " 15, 1904

6-1230

ADDITIONAL VOUCHERS SENT. 1

J. F. B.

JAN 6 1904

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR THE TRADES AND SKILLED OCCUPATIONS.

NOTICE TO APPLICANTS.—Any false statement in an application, or alteration of a voucher or certificate, or presentation to the Commission of any such paper, is a violation of the law and punishable as such.

Each applicant for employment in any of the recognized trades, or in any occupation requiring skill or experience, must fill out the statement hereon, and have the vouchers executed. *Applicants who pass an examination and receive appointment will be given a practical trial when they report for duty, and will be liable to immediate discharge if it is found that they do not possess the requisite qualifications.*

Applicants are cautioned to answer as fully and completely as possible all the questions asked, as failure to give complete information may result in reduced ratings.

Avoid all reference to religion, politics, change of administration, or membership in fraternal orders. [Failure to comply will cause your application to be returned or disapproved.]

Applications must be in applicants' own handwriting in all cases where an educational test is required. All applications for positions in the Indian Service or in the Custodian Service must be in applicants' handwriting, whether an educational test is required or not. All applications must be in ink.

NOTE.—The following defects will debar persons from any examination: Insanity; tuberculosis; paralysis; epilepsy; blindness; loss of both arms or both legs; loss of arm and leg; badly crippled or deformed hands, arms, feet, or legs; heart disease; locomotor ataxia; cancer; Bright's disease; diabetes.

Other physical defects may debar persons from certain examinations when in the judgment of the Commission such defects would render the person unfit to perform the duties of the position for which the examination is held.

Failure to give your post-office address on the back of this application or to attach sufficient postage to the envelope when forwarding your application may prevent your examination.

To the United States Civil Service Commission, Washington, D. C.:

I, the undersigned, hereby apply to be admitted to the examination named below, intending to accept the position for which examined if selected for appointment.

Fill in the following blanks with the utmost care; an error may delay or prevent your examination.

1. NAME OF EXAMINATION OR POSITION. (Give exact title.)		BRANCH OF SERVICE. (As "Departmental," "Indian," "Custodian," "Quartermaster," etc.)			
2. PLACE OF EXAMINATION. (Places of examination are given in the Manual, or in special announcements.)		DATE OF EXAMINATION. Dates of examinations are given in the Manual, or in special announcements.			
(City.) (State.)		(Month.)		(Day of Month.) (Year.)	
3. Answer the inquiries in the following table as to citizenship, place and date of birth, and age. [If a naturalized citizen, your certificate of naturalization, or the certificate of naturalization of one of your parents (if such parent was naturalized while you were a minor), with sworn statements of two disinterested citizens as to the reputed relationship, must be forwarded with the application. The certificate will be returned to you.]					
Are you a citizen of the United States?	Place of birth.	Date of birth (give month, day, and year).		Age on LAST birthday.	
		18		years.	
(Your answers as to date of birth and age must be consistent.)					
4. Of what State or Territory are you an actual bona fide resident?	Length of residence therein. (The latter part of date must be the same month and year, at least, as shown in "Jural.")		Of what county are you an actual bona fide resident?	Length of residence in county. (The latter part of date must be the same month and year, at least, as shown in "Jural.")	
	From 1 to 19 (Month.) (Year.) (Month.) (Year.)			From 1 to 19 (Month.) (Year.) (Month.) (Year.)	
5. Were you ever in the U. S. Military or naval service?	In what company and regiment, or on what vessel? (Do not give service in State militia.)		Give the exact name under which you enlisted and were discharged.		
5a. Dates of enlistment and discharge from U. S. military or naval service.	Was the discharge on account of disability incurred in line of duty?		Do you draw a pension? If so, for what disability?		
Enlisted					
Discharged					
(Applicants who are still enlisted in the United States military or naval service are required to file with application permission to take the examination, obtained from the Secretary of War or the Secretary of the Navy.)					
6. Were you ever in the civil branch of the U. S. service?	In what Department or service were you employed?	For what period were you so employed? (Show month and year.)	Did you voluntarily resign?	Were you discharged? (Cause not required.)	Are you now in the civil branch of the U. S. service? If so, where?
		From 1 to 1			
7. (a) If you were ever employed in the civil branch of the U. S. service, state fully your duties in each of the positions held by you and the salary received in each position. (b) If you are now employed in the civil branch of the U. S. service, state the name of the examination from which you were appointed.					
(a)					
(b)					
8. Have you ever filed an application with this Commission for any branch of the U. S. Government service?	Name each position for which examined or for which application was filed.	In what cities were you examined?	Give the date of each examination. (Month and year.)	What average percentage did you receive?	
9. Have you any other application on file or is your name now on any register for appointment in any branch of the classified service? If so, for what branch and for what position?					
10. (a) Does the trade or occupation in which you seek to be employed require an apprenticeship? (b) If so, how long did you serve as an apprentice? Give dates.					
(a) (b) From 1 to 1					
11. At what age did you start to learn the trade or occupation?					
12. Since the completion of your apprenticeship, how long have you worked at the trade or occupation referred to? Give dates. NOTE.—Applicants are cautioned not to claim any of the time served as an apprentice under this question.					
13. (a) Are you now employed at the trade or occupation in which you seek to be employed? (b) If so, by whom? (c) At what salary?					
(a) (c) (Salary.)					
(b) (Name and address of present employer.)					

14. If you are not now employed at said trade or occupation, when did you quit work at it, for what reason, at what are you now employed, and by whom?

(Name and address of present employer.)

15. Have you any objection to the Commission's making inquiries concerning you of your present employer? If so, give the reasons.

16. State fully and in detail all the practical experience you have had in the *trade or occupation* (not position) in which you seek employment. State (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, (e) the specific nature of your duties, and (f) the cause of leaving in each case. (It is very important that this statement should be accurate and complete.) If more space is required, use blank paper, numbering your answers to correspond with the number of this question.

17. State fully what experience you have had in other trades or occupations than that in which you seek employment. Give full details in each case as to the character of your employment or the nature of your duties, and state (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, (e) the length of time in years and months, and (f) the cause of leaving in each case. (The applicant should furnish here a complete and comprehensive statement showing every kind of occupation, other than that mentioned in question 16, which he has followed since he began work. The names and addresses of employers and the dates and periods of employment should be given as accurately as possible.) If more space is required, use blank paper, numbering your answers to correspond with the number of this question.

[illegible]

Year 19_____	Year 19_____	Year 19_____	Year 19_____
Place of abode _____	Place of abode _____	Place of abode _____	Place of abode _____
Occupation _____	Occupation _____	Occupation _____	Occupation _____

20. Are any members of your family or relatives (either blood or by marriage) in the U. S. Government Service? Answer "yes" or "no." _____ If so, give the names and addresses and other information asked for in the blanks below with respect to ALL such relatives:

[illegible]

21. What is the lowest entrance salary you would be willing to accept? _____ Are you willing to accept a position in
Washington, D. C.? _____ In your own State? _____ In a neighboring State? _____ In Porto Rico? _____
In Hawaii? _____ Anywhere in the United States? _____ In the Philippine Islands? _____ Would you be willing
to accept appointment to a position of a temporary character for a limited period, under the conditions mentioned below? _____
If so, at what salary? _____

NOTE.—A temporary appointment may terminate at any time, and, under the rules, can not be extended beyond six months. The acceptance of a temporary appointment will not affect certification for regular appointment, nor will it lead to permanency.
(Persons who are willing to accept positions in Washington, D. C., must have the officer's certificate on page 4 executed.)

22. (a) Does the trade or occupation in which you seek to be employed require a license?

(b) If so, have you such a license?

(c) If you have such a license, state when, where, and by whom it was issued.

(An applicant for a position requiring a license from the U. S. Steamboat Inspection Service must submit with his application either his license or a certificate of the proper steamboat inspectors showing the grade and character of the license held by him. Licenses submitted will be immediately returned.)

23. (a) Are you married?	(a) _____ (b) _____
(b) Have you ever been married?	(c) _____
(c) If a married woman, where is your husband's actual bona fide residence? (Name county and State.)	(d) _____
(d) An applicant for employment in the Indian Service must indicate the number of persons in his family for whom quarters are desired at the Indian school or Agency in case he is appointed.	_____

24. Have you ever been convicted of, or indicted for, any crime or misdemeanor? _____

If so, inclose herewith an abstract from the court proceedings sufficient to show the essential action taken, and also furnish a statement from the trial judge or other court officer showing the surrounding circumstances and your reputation.

25. Have you ever been barred from examination by this Commission?	If so, when, and for what reason? (Give the date, place, and kind of examination for which you applied and in connection with which you were barred.)

26. *Habits.*—State specifically your past and your present habits in the use of alcohol, _____ or other stimulants, _____ of tobacco, _____, opium, _____, morphine, _____, or other narcotic drug, _____ (Refer to each in your answer.)

27. Are each and all of the answers to the foregoing questions in your own handwriting? _____ If not, whose handwriting?

28. Are the answers to each and all of the foregoing questions true to the best of your knowledge and belief? _____

If female, prefix
"Miss" or "Mrs."

(Signature of applicant.)

(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full.)

NOTE.—Your name and post-office address must be given in the space therefor on the back of this blank. Failure to do so may prevent your examination.

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH, OR THE VOUCHERS ARE OMITTED.

JURAT OR OATH.

(The following oath may be taken at any place in the United States most convenient to applicant, before any NOTARY PUBLIC or other officer authorized to administer oaths for general purposes, and before whom the applicant must appear in person. THE OFFICER'S SIGNATURE MUST BE AUTHENTICATED BY OFFICIAL (IMPRESSION) SEAL. If the oath be taken before a justice of the peace or other officer who has not such seal, his official character must be certified by the clerk of court, secretary of state, or other proper officer, under official seal.)

Subscribed and sworn to before me by the above-named applicant, this _____ day
of _____, 19____, at _____, County
of _____, and State [or Territory or District] of _____

(Signature of officer.)

[OFFICIAL IMPRESSION SEAL.]

(Official title.)

THE OFFICIAL SEAL MUST NOT BE OMITTED ON "JURAT," unless the officer who executes the jurat is an officer of the county claimed by applicant as legal residence and executes the county officer's certificate, in which event, if the seal be impressed on the "certificate," it need not be impressed on the "jurat." (See county officer's certificate following.)

COUNTY OFFICER'S CERTIFICATE.

This certificate must be executed in all cases where the applicant is willing to accept employment in the departments at Washington, D. C.

This certificate must be executed by an officer of the county in which applicant claims residence, who must attach his official (impression) seal. A notary public, county, municipal, or police court clerk, mayor, justice of the peace, or other officer may execute the certificate, provided he has an official (impression) seal, or, in lieu thereof, that his official character is certified to by proper officer, under official seal, and provided he is an actual resident and officer of the same county claimed by the applicant. No certificate will be accepted without such seal, unless the official character of the officer is certified to by the clerk of court or other proper officer under official (impression) seal. Attention is invited to the following provision of the Thirteenth Census Act, approved July 2, 1909: "Provided, That hereafter all examinations of applicants for positions in the government service, from any State or Territory, shall be had in the State or Territory in which such applicant resides, and no person shall be eligible for such examination or appointment unless he or she shall have been actually domiciled in such State or Territory for at least one year previous to such examination." Applicants for positions outside of Washington, D. C., and who are not willing to accept appointment in Washington, D. C., need not have this certificate executed.

Applicants who occupy positions in the apportioned departmental service at Washington are not required to have this certificate executed but should make the following notation opposite it: "Am in apportioned departmental service."

The applicant is not required to appear in person before the officer who executes the following certificate, but the officer should satisfy himself as to facts to which he certifies, from credible and competent evidence.

I, a _____, of the County of _____
(Official designation of officer.)
and State [or Territory] of _____, do hereby certify that _____
(Write name to agree exactly with applicant's signature.)
the applicant, who signs the above application for civil-service examination, is now an actual bona fide
resident of the County of _____, and State [or Territory] of _____
and has been such resident for _____ years _____ months next preceding the date hereof.

Dated at _____, County of _____, and
State [or Territory] of _____, this _____ day of _____, 19____

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.)

The official seal must not be omitted. Any addition or alteration in the printed wording will nullify the certificate.

If erasures or corrections be made in "County Officer's Certificate," certification must be made on margin by the officer showing such correction.

VOUCHERS.

(Avoid all allusion to religion, politics, and fraternal orders.)

No recommendations other than those called for by the Commission will be accepted.

Every person filing application on this form must furnish vouchers from two citizens of the United States who are actual residents of the State in which he claims to be a resident. The signers of the vouchers must be at least 21 years of age, acquainted with applicant not less than six months, and vouchers will not be accepted from the father, mother, sister, brother, husband, wife, or child of applicant, and at least one voucher must be from a person not related to the applicant. Of the three certificates on this blank (county officer's certificate and two vouchers) no person may sign more than one. The persons making the vouchers should, if practicable, be those by whom the applicant has been employed, or under whom or with whom he has worked at the trade or occupation for which he seeks to be examined. In case the applicant has not been so employed, the vouchers may be filled by other persons who have knowledge of the applicant's fitness for the position for which he applies.

The Commission will have the statements of applicants and the statements of those who execute the vouchers verified whenever found necessary, and will require such additional evidence as may be deemed essential. All questions in the vouchers must be answered and all answers must be in ink, in the handwriting of the signer or dictated by him. "Do not know" will not be accepted as answer to any question. The persons who sign the vouchers are notified that they may be called upon to furnish further information concerning their knowledge of the applicant. If erasures or corrections be made in answers to questions contained in vouchers, or in date of same, certification must be made on margin by the signers of the vouchers showing such corrections.

VOUCHER NO. 1.

1. What is your age? (If you so prefer, the statement that you are over 21 years of age is sufficient.)	_____ years.	8. What has been the applicant's business or occupation during the time you have known him?	_____
2. Of what State or Territory are you an actual bodily resident?	_____	9. Has the applicant ever worked with you or for you at the trade or occupation in which he seeks employment?	The applicant has worked _____ (With or for.) me _____ years _____ months as a _____ in _____ (Give name of shop, firm, or corporation.) at _____ (City or town and State.)
3. What is your business or occupation?	_____	10. Is the applicant addicted to the use of intoxicating liquors? If so, to what extent?	_____
4. What is the name of the applicant for whom you furnish this certificate? (First name, middle initial, and last name should be correctly given.)	_____	11. Has the applicant to your knowledge ever been discharged for inefficiency, neglect of duty, or moral unfitness? If so, give particulars.	_____
5. How long have you known the applicant?	_____ years _____ months.	12. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?	_____
6. Are you related to the applicant? If so, state the relationship.	_____	13. Can you state positively that the applicant's character is unimpeachable and his reputation for sobriety and morality unquestionably good?	_____
7. Of what State or Territory and of what county is the applicant an actual bona fide resident?	_____		
How long, to your knowledge, has the applicant been such resident thereof?	_____ years _____ months.		

The above statement and answers are in my own handwriting (have been dictated and carefully read by me), and are true to the best of my knowledge and belief.

NOTE.—If the statement and answers are dictated, strike out the statement above that they are in the handwriting of the signer.

(Signature of voucher) _____

(Post-office address) _____

Date, _____, 19____

VOUCHER NO. 2.

Follow carefully instructions over Voucher No. 1.

1. What is your age? (If you so prefer, the statement that you are over 21 years of age is sufficient.)	_____ years.	8. What has been the applicant's business or occupation during the time you have known him?	_____
2. Of what State or Territory are you an actual bodily resident?	_____	9. Has the applicant ever worked with you or for you at the trade or occupation in which he seeks employment?	The applicant has worked _____ (With or for.) me _____ years _____ months as a _____ in _____ (Give name of shop, firm, or corporation.) at _____ (City or town and State.)
3. What is your business or occupation?	_____	10. Is the applicant addicted to the use of intoxicating liquors? If so, to what extent?	_____
4. What is the name of the applicant for whom you furnish this certificate? (First name, middle initial, and last name should be correctly given.)	_____	11. Has the applicant to your knowledge ever been discharged for inefficiency, neglect of duty, or moral unfitness? If so, give particulars.	_____
5. How long have you known the applicant?	_____ years _____ months.	12. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?	_____
6. Are you related to the applicant? If so, state the relationship.	_____	13. Can you state positively that the applicant's character is unimpeachable and his reputation for sobriety and morality unquestionably good?	_____
7. Of what State or Territory and of what county is the applicant an actual bona fide resident?	_____		
How long, to your knowledge, has the applicant been such resident thereof?	_____ years _____ months.		

The above statement and answers are in my own handwriting (have been dictated and carefully read by me), and are true to the best of my knowledge and belief.

NOTE.—If the statement and answers are dictated, strike out the statement above that they are in the handwriting of the signer.

(Signature of voucher) _____

(Post-office address) _____

Date, _____, 19____

6-1240

_____ (Salary.)

(b) If so, by whom? (c) At what salary?

(b) _____

(Name and address of present employer.)

MEDICAL CERTIFICATE.

This medical certificate is required of all applicants.

N. B.—The examining physician is requested to read this certificate carefully before beginning the examination and to note applicant's answers to questions 3 and 5a of the application. Applicants for the Railway Mail Service must be examined divested of their clothing. Applicants for positions in the Public Health and Marine-Hospital Service must be examined by physicians in that service. All entries upon this certificate must be made in ink.

If erasures or corrections be made in answer to questions contained in "Medical Certificate," or in date of same, certification must be made on the margin by the physician showing such corrections. All physical defects must be *fully described* **opposite** the question or under the last heading (24). "R," right; "L," left. Under heading 5 use terms poor, fair, average, good, or excellent.

1. Exact weight, in ordinary clothing, without overcoat or hat pounds. (The physician must himself weigh the applicant.) 2. Exact height without boots or shoes. feet inches. (The physician must himself measure the applicant.) 3. Girth (waist at level of umbilicus) inches. 4. Girth (thorax at level of fourth rib): At rest inches. At full inspiration inches. At full expiration inches. 5. Degree of robustness 6. Vision: (Test both eyes for both near and distant vision, using, if possible, Snellen's test types.) Is the applicant's sight defective; if so, to what extent? Is the applicant color blind? Does the applicant wear glasses? Should the applicant wear glasses? 7. Hearing: <table style="width: 100%;"> <thead> <tr> <th></th> <th>R. ear.</th> <th>L. ear.</th> </tr> </thead> <tbody> <tr> <td>Ticking of watch</td> <td>..... feet</td> <td>..... feet.</td> </tr> <tr> <td>Ordinary conversation</td> <td>..... feet</td> <td>..... feet.</td> </tr> </tbody> </table> 8. Has the applicant any defect of speech? If so, describe it. 9. Thorax (shape, depth, etc.) 10. Nasal fossæ { 11. Mouth and pharynx (teeth, tonsils, etc.) 12. Has the applicant any curvature of spine? If so, give extent and cause. 13. Limbs (defects, deformity, varicose veins, ulcers, etc.) 14. Is there evidence of disease, or of abnormal functions, of the cerebro-spinal or sympathetic nervous system? { 15. Pulmonary sounds produced: (a) By auscultation (b) By percussion Rales, if any 16. Are there any indications of disease or of derangement of function of the organs of respiration or their appendages? Describe fully. { 17. Pulse: When sitting: beats per min. ; character When standing: " ; " After testing agility: " ; " (Hop on one foot a distance of 12 feet.) Cardiac condition shown (murmurs, rhythm, etc.): (a) On palpation (b) " percussion (c) " auscultation 18. Has he been successfully vaccinated within the past five years? 19. Are there any indications of disease of the heart or of blood vessels? Describe fully. { 20. Are there evidences of disease of the digestive system or of any of the abdominal organs? Describe fully. { 21. Has the applicant rheumatism, gout, chronic catarrh of any organ, disease or defect of any of the organs of special sense, hernia, varicocele, sarcocele, hydrocele, hemorrhoids, fistula in ano, enlarged lymphatic glands or other tumor, any genito-urinary disease, or any cutaneous disease, or any evidence of having had venereal disease? 22. Has the applicant any predisposition, either hereditary or acquired, to any constitutional disease, or any tendency to disease or disability which is likely to unfit him for the performance of the work of the position which he seeks? 23. Are there indications that the applicant uses intoxicating beverages, tobacco, or narcotics in any form, and if so, to what extent? 24. Give here a supplemental and complete description of every abnormality, disease, or physical defect, past or present:		R. ear.	L. ear.	Ticking of watch	 feet	 feet.	Ordinary conversation	 feet	 feet.	
	R. ear.	L. ear.								
Ticking of watch	 feet	 feet.								
Ordinary conversation	 feet	 feet.								

This space to be filled in by the applicant in his own handwriting, in the presence of the physician.

(Signature of applicant.)

I CERTIFY that I have made a thorough examination of and personally weighed and measured the above-named applicant, that each and all of the above answers are in my own handwriting and are true, and that the applicant wrote his signature, just above, in my presence.

(Signature of physician.)

Date, _____, 19_____

(P. O. address of physician.)

(Applicant will NOT fill the following blanks.)

Final certificate of naturalization of

(Name of person naturalized.)

issued by the U.S. GOVERNMENT PRINTING OFFICE: 1967 O 344-100 Court of

(City.)

(State.)

on _____, 1_____, was filed with this application by the applicant, and was found by me to be in due form in all respects. The certificate was returned to the applicant on _____, 19_____.

(Initials.)

Form 1800.

Nov., 1909.

AVERAGE }
 PERCENTAGE }
 APPLICATION }
 NUMBER }

NOTE.—Fill all blanks below to heavy line.
Application for position of
 (Give exact title of position or examination, as "Engineer,"
 "Carpenter," etc.)

in the
 (As "Departmental," "Indian," "Custodian," "Quartermaster," etc.) *Service.*

Place of examination,
 (Name of city.) (State.)

Date of examination,
 (Dates and places of examinations are given in the Manual and special
 announcements.) 19

N. B.—Applicant will write plainly his first name in full, middle initial
 or initials (if any), and surname in full (and if a woman, whether Miss or
 Mrs.), and post-office address in the blanks below. The address here given
 will be treated as the applicant's post-office address until notification of
 change is made to the Commission, in writing.

Name, _____
 Number and street, _____
 City, Town, }
 Post Office, }
 State or Territory. _____

Residence: State of _____
 County of _____
 Age on last birthday, _____ years.

Applicant will not fill the following blanks:
 Application _____ approved _____, 19____
 By whom _____ approved _____
 Admitted to examination _____, 19____
 Claim of preference, Sec. 1754, R. S.,
 allowed on _____, 19____ File No. _____
 Notified of standing _____, 19____
 Entered register _____, 19____

SUBJECTS.	MARKS.	WEIGHTS.	Products of marks multiplied by weights.
Physical ability		4	
Experience		6	
TOTAL		10	

UNITED STATES CIVIL SERVICE COMMISSION.

APPLICATION FOR THE TRADES AND SKILLED OCCUPATIONS.

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Avoid all reference to religion, politics, change of administration, or membership in fraternal orders. [Failure to comply will cause your application to be returned or disapproved.]

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Failure to give your post-office address on the back of this application or to attach sufficient postage to the envelope when forwarding your application may prevent your examination.

To the United States Civil Service Commission, Washington, D. C.:

I, the undersigned, hereby apply to be admitted to the examination named below, intending to accept the position for which examined if selected for appointment.

Fill in the following blanks with the utmost care; an error may delay or prevent your examination.

1. NAME OF EXAMINATION OR POSITION. (Give exact title.)		BRANCH OF SERVICE. (As "Departmental," "Indian," "Custodian," "Quartermaster," etc.)			
2. PLACE OF EXAMINATION. (Places of examination are given in the Manual, or in special announcements.)		DATE OF EXAMINATION. Dates of examinations are given in the Manual, or in special announcements.			
(City.) (State.)		(Month.) (Day of Month.) 19__ (Year.)			
3. Answer the inquiries in the following table as to citizenship, place and date of birth, and age. [If a naturalized citizen, your certificate of naturalization, or the certificate of naturalization of one of your parents (if such parent was naturalized while you were a minor), with sworn statements of two disinterested citizens as to the reputed relationship, must be forwarded with the application. The certificate will be returned to you.]					
Are you a citizen of the United States?	Place of birth.	Date of birth (give month, day, and year).		Age on LAST birthday.	
				18__ years.	
(Your answers as to date of birth and age must be consistent.)					
4. Of what State or Territory are you an actual bona fide resident?	Length of residence therein. (The latter part of date must be the same month and year, at least, as shown in "Jurat.")	Of what county are you an actual bona fide resident?	Length of residence in county. (The latter part of date must be the same month and year, at least, as shown in "Jurat.")		
	From ____, 1____, to ____, 19____ (Month.) (Year.) (Month.) (Year.)		From ____, 1____, to ____, 19____ (Month.) (Year.) (Month.) (Year.)		
5. Were you ever in the U. S. Military or naval service?	In what company and regiment, or on what vessel? (Do not give service in State militia.)		Give the exact name under which you enlisted and were discharged.		
5a. Dates of enlistment and discharge from U. S. military or naval service.	Was the discharge on account of disability incurred in line of duty?	Do you draw a pension? If so, for what disability?			
Enlisted _____					
Discharged _____					
(Applicants who are still enlisted in the United States military or naval service are required to file with application permission to take the examination, obtained from the Secretary of War or the Secretary of the Navy.)					
6. Were you ever in the civil branch of the U. S. service?	In what Department or service were you employed?	For what period were you so employed? (Show month and year.)	Did you voluntarily resign?	Were you discharged? (Cause not required.)	Are you now in the civil branch of the U. S. service? If so, where?
		From ____, 1____, to ____, 1____			
7. (a) If you were ever employed in the civil branch of the U. S. service, state fully your duties in each of the positions held by you and the salary received in each position.					
(b) If you are now employed in the civil branch of the U. S. service, state the name of the examination from which you were appointed.					
(a) _____					
(b) _____					
8. Have you ever filed an application with this Commission for any branch of the U. S. Government service?	Name each position for which examined or for which application was filed.	In what cities were you examined?	Give the date of each examination. (Month and year.)	What average percentage did you receive?	
9. Have you any other application on file or is your name now on any register for appointment in any branch of the classified service? If so, for what branch and for what position?					
10. (a) Does the trade or occupation in which you seek to be employed require an apprenticeship?					
(b) If so, how long did you serve as an apprentice? Give dates. (a) _____ (b) From ____, 1____, to ____, 1____					
11. At what age did you start to learn the trade or occupation?					
12. Since the completion of your apprenticeship, how long have you worked at the trade or occupation referred to? Give dates.					
NOTE.—Applicants are cautioned not to claim any of the time served as an apprentice under this question.					
13. (a) Are you now employed at the trade or occupation in which you seek to be employed?					
(a) _____ (c) _____ (Salary.) _____					
(b) If so, by whom? (c) At what salary?					
(b) _____ (c) _____ (Name and address of present employer.) _____					

14. If you are not now employed at said trade or occupation, when did you quit work at it, for what reason, at what are you now employed, and by whom?

(Name and address of present employer.)

15. Have you any objection to the Commission's making inquiries concerning you of your present employer? If so, give the reasons.

16. State fully and in detail all the practical experience you have had in the *trade* or *occupation* (not position) in which you seek employment. State (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, (e) the specific nature of your duties, and (f) the cause of leaving in each case. (It is very important that this statement should be accurate and complete.) If more space is required, use blank paper, numbering your answers to correspond with the number of this question.

17. State fully what experience you have had in other trades or occupations than that in which you seek employment. Give full details in each case as to the character of your employment or the nature of your duties, and state (a) when, giving dates, (b) where, (c) by whom you were employed, (d) the salary or wages received, (e) the length of time in years and months, and (f) the cause of leaving in each case. (The applicant should furnish here a complete and comprehensive statement showing every kind of occupation, other than that mentioned in question 16, which he has followed since he began work. The names and addresses of employers and the dates and periods of employment should be given as accurately as possible.) If more space is required, use blank paper, numbering your answers to correspond with the number of this question.

18. Give the full names and complete addresses of FIVE persons in the United States who have knowledge of your experience and fitness for the trade or occupation in which you seek employment. The names should be of persons not related to you, with whom or under whom you have worked, and must be in addition to those who sign the vouchers on page 5 of this form. If you were employed by the United States Government, a large company, or a corporation, the name and address of the foreman, superintendent, or other official under whom you worked may be given. The Commission may communicate with the persons named, and if replies are not received, the application may be canceled.

NAME. (Give full name.)	PRESENT ADDRESS. (Give street and number.)	BUSINESS OR OCCUPATION.

19. What has been your place of abode and principal business or occupation for each of the past four years?

Year 19_____	Year 19_____	Year 19_____	Year 19_____
Place of abode _____	Place of abode _____	Place of abode _____	Place of abode _____
Occupation _____	Occupation _____	Occupation _____	Occupation _____

20. Are any members of your family or relatives (either blood or by marriage) in the U. S. Government Service? Answer "yes" or

"no." _____ If so, give the names and addresses and other information asked for in the blanks below with respect to ALL such relatives:

Name.	Post office address (city, street, number).	Position and department or office in which employed.	Relationship.	Married or single.
		Position _____ Department or office _____		
		Position _____ Department or office _____		
		Position _____ Department or office _____		
		Position _____ Department or office _____		
		Position _____ Department or office _____		
		Position _____ Department or office _____		

21. What is the lowest entrance salary you would be willing to accept? _____ Are you willing to accept a position in

Washington, D. C.? _____ In your own State? _____ In a neighboring State? _____ In Porto Rico? _____

In Hawaii? _____ Anywhere in the United States? _____ In the Philippine Islands? _____ Would you be willing

to accept appointment to a position of a temporary character for a limited period, under the conditions mentioned below? _____

If so, at what salary? _____

NOTE.—A temporary appointment may terminate at any time, and, under the rules, can not be extended beyond six months. The acceptance of a temporary appointment will not affect certification for regular appointment, nor will it lead to permanency.

(Persons who are willing to accept positions in Washington, D. C., must have the officer's certificate on page 4 executed.)

22. (a) Does the trade or occupation in which you seek to be employed require a license?

(b) If so, have you such a license?

(c) If you have such a license, state when, where, and by whom it was issued.

(An applicant for a position requiring a license from the U. S. Steamboat Inspection Service must submit with his application either his license or a certificate of the proper steamboat inspectors showing the grade and character of the license held by him. Licenses submitted will be immediately returned.)

(a) _____

(b) _____

(c) _____

23. (a) Are you married?

(b) Have you ever been married?

(c) If a married woman, where is your husband's actual bona fide residence? (Name county and State.)

(d) An applicant for employment in the Indian Service must indicate the number of persons in his family for whom quarters are desired at the Indian school or Agency in case he is appointed.

(a) _____ (b) _____

(c) _____

(d) _____

24. Have you ever been convicted of, or indicted for, any crime or misdemeanor? _____

If so, inclose herewith an abstract from the court proceedings sufficient to show the essential action taken, and also furnish a statement from the trial judge or other court officer showing the surrounding circumstances and your reputation.

25. Have you ever been barred from examination by this Commission?

If so, when, and for what reason? (Give the date, place, and kind of examination for which you applied and in connection with which you were barred.)

26. *Habits.*—State specifically your past and your present habits in the use of alcohol, _____, or other stimulants, _____
 of tobacco, _____, opium, _____, morphine, _____, or other narcotic drug, _____ (Refer to each in your answer.)

27. Are each and all of the answers to the foregoing questions in your own handwriting? _____ If not, whose handwriting?

28. Are the answers to each and all of the foregoing questions true to the best of your knowledge and belief? _____

If female, prefix
 "Miss" or "Mrs."

(Signature of applicant.) _____

(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full.)

NOTE.—Your name and post-office address must be given in the space therefor on the back of this blank. Failure to do so may prevent your examination.

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH, OR THE VOUCHERS ARE OMITTED.

JURAT OR OATH.

[The following oath may be taken at any place in the United States most convenient to applicant, before any NOTARY PUBLIC or other officer authorized to administer oaths for general purposes, and before whom the applicant must appear in person. THE OFFICER'S SIGNATURE MUST BE AUTHENTICATED BY OFFICIAL (IMPRESSION) SEAL. If the oath be taken before a justice of the peace or other officer who has not such seal, his official character must be certified by the clerk of court, secretary of state, or other proper officer, under official seal.]

Subscribed and sworn to before me by the above-named applicant, this _____ day
 of _____, 19____, at _____, County
 of _____, and State [or Territory or District] of _____

(Signature of officer.) _____

[OFFICIAL IMPRESSION SEAL.]

(Official title.) _____

~~THE~~ THE OFFICIAL SEAL MUST NOT BE OMITTED ON "JURAT," unless the officer who executes the jurat is an officer of the county claimed by applicant as legal residence and executes the county officer's certificate, in which event, if the seal be impressed on the "certificate," it need not be impressed on the "jurat." (See county officer's certificate following.)

COUNTY OFFICER'S CERTIFICATE.

This certificate must be executed in all cases where the applicant is willing to accept employment in the departments at Washington, D. C.

This certificate must be executed by an officer of the county in which applicant claims residence, who must attach his official (impression) seal. A notary public, county, municipal, or police court clerk, mayor, justice of the peace, or other officer may execute the certificate, provided he has an official (impression) seal, or, in lieu thereof, that his official character is certified to by proper officer, under official seal, and provided he is an actual resident and officer of the same county claimed by the applicant. No certificate will be accepted without such seal, unless the official character of the officer is certified to by the clerk of court or other proper officer under official (impression) seal. Attention is invited to the following provision of the Thirteenth Census Act, approved July 2, 1909: "Provided, That hereafter all examinations of applicants for positions in the government service, from any State or Territory, shall be had in the State or Territory in which such applicant resides, and no person shall be eligible for such examination or appointment unless he or she shall have been actually domiciled in such State or Territory for at least one year previous to such examination." Applicants for positions outside of Washington, D. C., and who are not willing to accept appointment in Washington, D. C., need not have this certificate executed.

Applicants who occupy positions in the apportioned departmental service at Washington are not required to have this certificate executed but should make the following notation opposite it: "Am in apportioned departmental service."

The applicant is not required to appear in person before the officer who executes the following certificate, but the officer should satisfy himself as to facts to which he certifies, from credible and competent evidence.

I, a _____, of the County of _____
 (Official designation of officer.)
 and State [or Territory] of _____, do hereby certify that _____
 (Write name to agree exactly with applicant's signature.)
 the applicant, who signs the above application for civil-service examination, is now an actual bona fide
 resident of the County of _____, and State [or Territory] of _____
 and has been such resident for _____ years _____ months next preceding the date hereof.

Dated at _____, County of _____, and
 State [or Territory] of _____, this _____ day of _____, 19____

[OFFICIAL IMPRESSION SEAL.]

(Signature of officer.) _____

 The official seal must not be omitted. Any addition or alteration in the printed wording will nullify the certificate.

If erasures or corrections be made in "County Officer's Certificate," certification must be made on margin by the officer showing such correction.

VOUCHERS.

(Avoid all allusion to religion, politics, and fraternal orders.)

No recommendations other than those called for by the Commission will be accepted.

Every person filing application on this form must furnish vouchers from two citizens of the United States who are actual residents of the State in which he claims to be a resident. The signers of the vouchers must be at least 21 years of age, acquainted with applicant not less than six months, and vouchers *will not be accepted* from the father, mother, sister, brother, husband, wife, or child of applicant, and at least one voucher must be from a person not related to the applicant. Of the three certificates on this blank (county officer's certificate and two vouchers) no person may sign more than one. The persons making the vouchers should, if practicable, be those by whom the applicant has been employed, or under whom or with whom he has worked at the trade or occupation for which he seeks to be examined. In case the applicant has not been so employed, the vouchers may be filled by other persons who have knowledge of the applicant's fitness for the position for which he applies.

The Commission will have the statements of applicants and the statements of those who execute the vouchers verified whenever found necessary, and will require such additional evidence as may be deemed essential. All questions in the vouchers must be answered and all answers must be in ink, in the handwriting of the signer or dictated by him. "Do not know" will not be accepted as answer to any question. The persons who sign the vouchers are notified that they may be called upon to furnish further information concerning their knowledge of the applicant. If erasures or corrections be made in answers to questions contained in vouchers, or in date of same, certification must be made on margin by the signers of the vouchers showing such corrections.

VOUCHER NO. 1.

1. What is YOUR age? (If you so prefer, the statement that you are over 21 years of age is sufficient.)	_____ years.	8. What has been the applicant's business or occupation during the time you have known him?	_____
2. Of what State or Territory are you an actual bodily resident?	_____	9. Has the applicant ever worked with you or for you at the trade or occupation in which he seeks employment?	The applicant has worked _____ (With or for.) me _____ years _____ months as a _____ in _____ (Give name of shop, firm, or corporation.) at _____ (City or town and State.)
3. What is your business or occupation?	_____	10. Is the applicant addicted to the use of intoxicating liquors? If so, to what extent?	_____
4. What is the name of the applicant for whom you furnish this certificate? (First name, middle initial, and last name should be correctly given.)	_____	11. Has the applicant to your knowledge ever been discharged for inefficiency, neglect of duty, or moral unfitness? If so, give particulars.	_____
5. How long have you known the applicant?	_____ years _____ months.	12. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?	_____
6. Are you related to the applicant? If so, state the relationship.	_____	13. Can you state positively that the applicant's character is unimpeachable and his reputation for sobriety and morality unquestionably good?	_____
7. Of what State or Territory and of what county is the applicant an actual bona fide resident?	_____		
How long, to your knowledge, has the applicant been such resident thereof?	_____ years _____ months.		

The above statement and answers are in my own handwriting (have been dictated and carefully read by me), and are true to the best of my knowledge and belief.

NOTE.—If the statement and answers are dictated, strike out the statement above that they are in the handwriting of the signer.

(Signature of voucher) _____

(Post-office address) _____

Date, _____, 19____

VOUCHER NO. 2.

Follow carefully instructions over Voucher No. 1.

1. What is YOUR age? (If you so prefer, the statement that you are over 21 years of age is sufficient.)	_____ years.	8. What has been the applicant's business or occupation during the time you have known him?	_____
2. Of what State or Territory are you an actual bodily resident?	_____	9. Has the applicant ever worked with you or for you at the trade or occupation in which he seeks employment?	The applicant has worked _____ (With or for.) me _____ years _____ months as a _____ in _____ (Give name of shop, firm, or corporation.) at _____ (City or town and State.)
3. What is your business or occupation?	_____	10. Is the applicant addicted to the use of intoxicating liquors? If so, to what extent?	_____
4. What is the name of the applicant for whom you furnish this certificate? (First name, middle initial, and last name should be correctly given.)	_____	11. Has the applicant to your knowledge ever been discharged for inefficiency, neglect of duty, or moral unfitness? If so, give particulars.	_____
5. How long have you known the applicant?	_____ years _____ months.	12. To what extent would you yourself give the applicant employment in a position similar to that which he seeks?	_____
6. Are you related to the applicant? If so, state the relationship.	_____	13. Can you state positively that the applicant's character is unimpeachable and his reputation for sobriety and morality unquestionably good?	_____
7. Of what State or Territory and of what county is the applicant an actual bona fide resident?	_____		
How long, to your knowledge, has the applicant been such resident thereof?	_____ years _____ months.		

The above statement and answers are in my own handwriting (have been dictated and carefully read by me), and are true to the best of my knowledge and belief.

NOTE.—If the statement and answers are dictated, strike out the statement above that they are in the handwriting of the signer.

(Signature of voucher) _____

(Post-office address) _____

Date, _____, 19____

MEDICAL CERTIFICATE.

This medical certificate is required of all applicants.
 N. B.—The examining physician is requested to read this certificate carefully before beginning the examination and to note applicant's answers to questions 3 and 5a of the application. Applicants for the Railway Mail Service must be examined divested of their clothing. Applicants for positions in the Public Health and Marine-Hospital Service must be examined by physicians in that service. All entries upon this certificate must be made in ink.
 If erasures or corrections be made in answer to questions contained in "Medical Certificate," or in date of same, certification must be made on the margin by the physician showing such corrections. All physical defects must be fully described opposite the question or under the last heading (24). "R," right; "L," left. Under heading 5 use terms poor, fair, average, good, or excellent.

1. Exact weight, in ordinary clothing, without overcoat or hat. _____ pounds. (The physician must himself weigh the applicant.) 2. Exact height without boots or shoes. _____ feet _____ inches. (The physician must himself measure the applicant.) 3. Girth (waist at level of umbilicus) _____ inches. 4. Girth (thorax at level of fourth rib): At rest _____ inches. At full inspiration _____ inches. At full expiration _____ inches. 5. Degree of robustness _____ 6. Vision: (Test both eyes for both near and distant vision, using, if possible, Snellen's test types.) Is the applicant's sight defective; if so, to what extent? _____ Is the applicant color blind? _____ Does the applicant wear glasses? _____ Should the applicant wear glasses? _____ 7. Hearing: _____ R. ear. _____ L. ear. Ticking of watch _____ feet _____ feet. Ordinary conversation _____ feet _____ feet. 8. Has the applicant any defect of speech? If so, describe it. _____ 9. Thorax (shape, depth, etc.) _____ 10. Nasal fossae { _____ 11. Mouth and pharynx (teeth, tonsils, etc.) _____ 12. Has the applicant any curvature of spine? _____ If so, give extent and cause. _____ 13. Limbs (defects, deformity, varicose veins, ulcers, etc.) _____ 21. Has the applicant rheumatism, gout, chronic catarrh of any organ, disease or defect of any of the organs of special sense, hernia, varicocele, sarcocele, hydrocele, hemorrhoids, fistula in ano, enlarged lymphatic glands or other tumor, any genito-urinary disease, or any cutaneous disease, or any evidence of having had venereal disease? _____ 22. Has the applicant any predisposition, either hereditary or acquired, to any constitutional disease, or any tendency to disease or disability which is likely to unfit him for the performance of the work of the position which he seeks? _____ 23. Are there indications that the applicant uses intoxicating beverages, tobacco, or narcotics in any form, and if so, to what extent? _____ 24. Give here a supplemental and complete description of every abnormality, disease, or physical defect, past or present: _____ _____ _____ _____ _____	14. Is there evidence of disease, or of abnormal functions, of the cerebro-spinal or sympathetic nervous system? _____ 15. Pulmonary sounds produced: (a) By auscultation _____ (b) By percussion _____ Rales, if any _____ 16. Are there any indications of disease or of derangement of function of the organs of respiration or their appendages? Describe fully. _____ 17. Pulse: When sitting: beats per min. _____; character _____ When standing: " _____; " _____ After testing agility: " _____; " _____ (Hop on one foot a distance of 12 feet.) Cardiac condition shown (murmurs, rhythm, etc.): (a) On palpation _____ (b) " percussion _____ (c) " auscultation _____ 18. Has he been successfully vaccinated within the past five years? _____ 19. Are there any indications of disease of the heart or of blood vessels? Describe fully. _____ 20. Are there evidences of disease of the digestive system or of any of the abdominal organs? Describe fully. _____
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This space to be filled in by the applicant in his own handwriting, in the presence of the physician.

I CERTIFY that I have made a thorough examination of and personally weighed and measured the above-named applicant, that each and all of the above answers are in my own handwriting and are true, and that the applicant wrote his signature, just above, in my presence.

(Signature of physician.) _____

Date, _____, 19____

(P. O. address of physician.) _____

(Applicant will NOT fill the following blanks.)

Final certificate of naturalization of _____ (Name of person naturalized.)
 issued by the _____ Court of _____ (City.) _____ (State.)
 on _____, 1____, was filed with this application by the applicant, and was found by me to be in due form in all respects. The certificate was returned to the applicant on _____, 19____

6-1240

(Initials.) _____

Form 1800.

Nov., 1909.

AVERAGE PERCENTAGE APPLICATION NUMBER NOTE.—Fill all blanks below to heavy line. Application for position of _____ (Give exact title of position or examination, as "Engineer," "Carpenter," etc.) in the _____ Service. (As "Departmental," "Indian," "Customs," "Quartermaster," etc.) Place of examination, _____ (Name of city.) _____ (State.) Date of examination, _____, 19____ (Dates and places of examinations are given in the Manual and special announcements.) N. B.—Applicant will write plainly his first name in full, middle initial or initials (if any), and surname in full (and if a woman, whether Miss or Mrs.), and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission, in writing.	Name, _____ Number and street, _____ City, Town, _____ Post Office, _____ State or Territory, _____ Residence: State of _____ County of _____ Age on last birthday, _____ years. Applicant will not fill the following blanks: Application _____ approved _____, 19____ By whom _____ approved _____ Admitted to examination _____, 19____ Claim of preference, Sec. 1754, R. S., _____ allowed on _____, 19____ File No. _____ Notified of standing _____, 19____ Entered register _____, 19____	<table border="1"> <thead> <tr> <th>SUBJECTS.</th> <th>MARKS.</th> <th>WEIGHTS.</th> <th>Products of marks multiplied by weights.</th> </tr> </thead> <tbody> <tr> <td>Physical ability</td> <td></td> <td>4</td> <td></td> </tr> <tr> <td>Experience</td> <td></td> <td>6</td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td>10</td> <td></td> </tr> </tbody> </table>	SUBJECTS.	MARKS.	WEIGHTS.	Products of marks multiplied by weights.	Physical ability		4		Experience		6		Total		10	
SUBJECTS.	MARKS.	WEIGHTS.	Products of marks multiplied by weights.															
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REGULATIONS GOVERNING APPOINTMENTS TO AND PROMOTIONS AND TRANSFERS IN THE MINTS AND ASSAY OFFICES OF
THE UNITED STATES, APPROVED APRIL 18, 1910.

1910.

Department Circular No. 18.

Division of Appointments.

TREASURY DEPARTMENT,

OFFICE OF THE SECRETARY,

Washington, April 18, 1910.

*To the Superintendents, Operating Officers, and Employees
in the Mints and Assay Offices of the United States:*

The following regulations governing appointments to and promotions and transfers in the mints and assay offices of the United States, having been approved by the Director of the Mint, the Secretary of the Treasury, and the Civil Service Commission, are hereby published and promulgated for the information and guidance of those concerned, and will be enforced in all the mints and assay offices of the United States.

FRANKLIN MacVEAGH,
Secretary.

REGULATIONS GOVERNING CHANGES IN THE UNITED STATES MINTS AND
ASSAY OFFICES.

(These regulations supersede those promulgated in Department Circular No. 15, approved February 28, 1908. They are subordinate to the Civil Service rules and are to be construed in conformity therewith.)

I.—SCHEDULES OF POSITIONS.

Schedule A, positions excepted by the Civil Service rules.

Appointments to these positions may be made by the Secretary of the Treasury without examination upon nomination by the head of the establishment:

1. One private secretary or confidential clerk to the superintendent, and one cashier in each mint and in the assay office at New York.

The other positions formerly excepted under this class were restored to the competitive class by Executive orders of February 4, 1908, and April 4, 1910.

Schedule B, technical positions.

Appointments to the following positions will be made from registers of eligibles established through appropriate examinations:

Assistant assayer; assayer's assistant; assistant coiner; assistant melter and refiner; assistant engraver; curator; chief electrician; chemist; dynamo tender; engineer; assistant engineer; foreman of laboratory; superintendent of refinery; foreman of refinery; weigher in assay department; foreman and assistant foreman not in Schedule D.

Schedule C, clerical positions.

1. Appointments to these positions will be made from eligibles without regard to experience, from first-grade registers:

Clerk; register of deposits; custodian of vaults.

2. Appointments to these positions will be made from among eligibles who have had appropriate experience:

Cashiers in assay offices other than that of New York city; assistant cashier; bookkeeper; all clerical positions requiring qualifications not tested by the ordinary clerk examination; chief clerk.

Schedule D, mechanical trades and other skilled positions.

NOTE.—For all positions under this schedule evidence will be required of the physical fitness of applicants to fill the positions for which they are examined.

1. Appointments to these positions will be made after a registration test based upon experience and previous employment:

Annealer; melter; blacksmith; carpenter; cutter; die maker; fireman; lead burner; machinist; painter; plumber; roller; sewing woman; prover; electrician; skilled workman; foreman and assistant foreman not in Schedule B; scale repairer.

2. Appointments to these positions will be made after an examination consisting of a simple educational test and a rating based upon previous employment:

Superintendent of building; captain of the watch; watchman; helper; messenger; selector; guide; coin counter; elevator conductor; janitor; janitress; telephone operator.

Schedule E, technical assistants.

Appointments to these positions will be made after competitive examination in electrical engineering, mechanical engineering, chemistry and metallurgy, and chemistry and assaying, to which examination only graduates from technical schools of recognized standing who are over twenty and under twenty-five years of age will be admitted.

Schedule F, unclassified positions.

1. Appointments to these positions in the assay offices at New York, St. Louis, and Seattle, and in the mints at Denver, New Orleans, Philadelphia, and San Francisco, shall be made from the labor registers kept by the secretary of the appropriate civil service district. In other assay offices appointments to this schedule may be made without registration.

2. Persons appointed to Schedule F shall not be assigned to duties pertaining to other schedules. The duties of a position and not its designation determine its inclusion in Schedule F. Positions, however designated, must not be treated as unclassified unless their occupants are regularly engaged wholly on mere unskilled manual labor.

II.—AMENDMENT OF SCHEDULES.

The assignment of a new position to a schedule, or the transfer of a position from one schedule or subdivision to another, shall be subject to the approval of the Civil Service Commission, as it is a matter involving the character of examinations.

III.—RECORDS OF EFFICIENCY.

A record shall be kept of the efficiency of all employees on such forms as may be prescribed by the Director of the Mint, subject to the approval of the Commission, with a view to determining their relative merits and fitness for promotion. Each employee shall be given an efficiency rating, based upon conduct and workmanship, which shall be reported to the Director of the Mint at the close of each month.

IV.—FURLOUGH AND REEMPLOYMENT.

1. No original appointment shall be made in the mints at Denver, New Orleans, Philadelphia, and San Francisco, or the assay offices at New York and Seattle, Wash., as long as any furloughed employee is eligible and willing to accept reemployment, subject to the provisions set forth in paragraphs 2, 3, and 4, following:

2. The involuntary separation of any classified employee whose conduct and work have been satisfactory will be treated as a furlough, and his name, designation, compensation, and date of separation shall be reported in duplicate to the Director of the Mint, and copy of the report sent to the District Secretary with the rating of the employee in workmanship and conduct. Each employee so furloughed shall be given a discharge card, based upon his efficiency record, which shall show his rating on workmanship and conduct in terms of "excellent" or "good." Persons rated as excellent in both workmanship and conduct shall be first considered for reemployment. Employees not obtaining the rating of excellent or good shall be permanently separated from the service and reasons for such separation given them in writing.

3. The District Secretary shall keep a list of furloughed employees and of all employees eligible for reemployment and shall certify to the regularity of any nomination made by the

appointing officer for reemployment which is in conformity with section 2 of Article IV. The appointing officer shall refer all reemployments in duplicate to the Director of the Mint for approval and shall notify the District Secretary of the selections.

4. The period of eligibility for reemployment shall be three years, but any person declining reemployment without satisfactory statement of reasons or to whose reemployment objection is made by the appointing officer and sustained by the Director of the Mint and the Commission shall be dropped from the list. All declinations shall be in writing and shall be reported in duplicate to the Director of the Mint and District Secretary.

V.—EXAMINATIONS.

Examinations for positions which are not filled from established registers will be held only when eligibles are needed and applications will not be given out until the examination is announced. Due announcement of the time, place, and subject of an examination will be made.

VI.—PROMOTIONS.

1. A promotion may be made without certificate of the Commission from one position to any other for original entrance to which the same tests are required.

2. No promotion may be made from one position to another, for original entrance to which the educational or experience tests are different, except upon approval of the Director of the Mint with the consent of the Civil Service Commission, based upon appropriate examination or satisfactory tests of fitness and, in case of promotions to the clerical grade, in accordance with Article VII.

3. Among changes which will require the approval of the Commission are promotions or transfers from one schedule to another; from any position to a different position which requires experience as a test for original entrance; from a position requiring no educational tests for original entrance to one requiring such tests; from one technical position to another.

4. Technical assistants may be appointed after three years' service to appropriate positions in the operating departments in which their apprenticeship was served.

VII.—PROMOTIONS FROM SUBCLERICAL TO CLERICAL GRADES.

1. Examination for promotion from the subclerical to the clerical grade in any mint or assay office shall be held when the absence of a competitive register or other good reasons make it appear to be necessary in the interest of the service to fill the clerk position in this manner rather than by appointment from the competitive register. Such examinations will not be held oftener than once a year unless the register shall become depleted, and a register which contains a sufficient number of names may be extended for an additional year upon the recommendation of the Director of the Mint.

2. The examination shall consist of (a) a mental test, and (b) an efficiency rating, having equal weights. The mental test shall consist of the subjects of the examination prescribed by the Commission for original entrance to positions in the clerical grade, and no person shall be eligible who does not pass in this test with a rating of at least 75 per cent. The efficiency ratings shall be as prescribed by Article III.

3. The promotions shall be limited to employees who have served at least two years in the mint or assay office in subclerical positions, original appointment to which is made through examination based on mental tests, whose efficiency ratings are highest, and who are willing to compete.

4. When the examination has been decided upon, the officer in charge shall nominate to the Director of the Mint not exceeding ten persons who are eligible under this regulation for each probable vacancy to be filled during the life of the register, accompanied by their applications and efficiency records, and upon request of the Director the Commission will hold the necessary examination and transmit the papers to the secretary of the civil service district in whose district the mint or assay office is located. Vacancies shall be filled from among those rating highest in the examination in accordance with the civil service rules governing selection and appointment.

5. Promotions from the promotion register provided by this regulation shall be made to the lowest class in the clerical grade or to a class no higher than the class from which the promotion is made.

VIII.—TRANSFERS.

1. Transfers from one mint or assay office to another may be made without certificate of the Commission if the action does not involve an essential change of duties or a promotion requiring an examination.

2. Transfers between other parts of the service and the mint and assay office service may be made only upon the certificate of the Commission.

IX.—DETAILS.

Vacancies occurring in the mint service shall not be filled by detailing employees from other positions for a longer period of time than is required to secure appointment to the position vacated in the regular way provided by the civil service act.

X.—REINSTATEMENTS.

Reinstatement of employees who resigned, or who were removed for reasons other than lack of work or reduction of force, may be made on certificate of the Commission and within a year from their separation, but the time limitation does not apply to a person who served in the civil war or the war with Spain and was honorably discharged, or his widow, or any army nurse of either war.

XI.—BOARD OF EXAMINERS.

The United States has been divided into districts, the work of the Commission in each being under the direction of a secretary. The United States mints and assay offices in the several districts and the addresses of the district secretaries are as follows:

Assay Office, New York.—Secretary, Second Civil Service District, Custom-House, New York.

Mint, Philadelphia, Pa.—Secretary, Third Civil Service District, Post-office, Philadelphia, Pa.

Assay Office, Charlotte, N. C.—Secretary, Fourth Civil Service District, Washington, D. C.

Assay Office, Deadwood, S. Dak.—Secretary, Eighth Civil Service District, Post-office, St. Paul, Minn.

Assay Office, St. Louis, Mo.—Secretary, Ninth Civil Service District, Old Federal Building, St. Louis, Mo.

Mint, New Orleans, La.—Secretary, Tenth Civil Service District, Custom-house, New Orleans, La.

Mint, Denver, Colo.—Secretary, Eleventh Civil Service District, Post-office, Denver, Colo. After July 1, 1910, address Secretary, Twelfth Civil Service District, San Francisco, Cal.

Mint, San Francisco, Cal.; Assay Office, Carson, Nev.; Assay Office, Boise, Idaho; Assay Office, Helena, Mont.; Assay Office, Seattle, Wash.; and Assay Office, Salt Lake City, Utah.—Secretary, Twelfth Civil Service District, Room 241, Post-office Building, San Francisco, Cal. After July 1, 1910, the assay offices at Boise, Idaho; Helena, Mont., and Seattle, Wash., will be in the Eleventh District, with headquarters at Seattle.

One or more employees of each mint or assay office are designated as members of the local board, one local member at each office being known as "local secretary." The local members, subject to the direction of the district secretary, assist in the conduct of examinations and perform such other duties pertaining to the work of the Commission as may be necessary, following the "Instructions to boards of examiners," Form No. 131, Civil Service Commission, which form shall govern the procedure in examinations and appointments.

Local members do not correspond with the Commission, but receive their instructions from and address their correspondence to the district secretary, unless otherwise directed by the Commission.

Approved:

A. PIATT ANDREW,
Director of the Mint.

Approved:

FRANKLIN MACVEAGH,
Secretary of the Treasury.

Approved by order of the United States Civil Service Commission:

JOHN C. BLACK,
President.

APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS.—Answer **every** question below clearly and completely. Typewrite or print in **INK**. If you are applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. Mail this application to the office named in the announcement. Be sure to mail to the same office any **other forms required** by the announcement. Notify the office with which you file this application of any change in your address.

APPLICATION No.

ANNOUNCEMENT

SELECTION No.

1. Name of examination, or kind of position applied for:				
2. Optional subject (if mentioned in examination announcement):				
3. Place of employment applied for:				
4. Mr.	(First name)	(Middle)	(Maiden, if any)	(Last)
Mrs.				
Miss				
5. Street and number or R. D. number:				
City or post office (including postal zone), and State:				
6. Legal or voting residence (State):		7. Office phone No.:		Home phone:
8. Place of birth (city and State; if born outside U. S., name city and country):				
9. Date of birth (month, day, year):		10. Age last birthday:	11. ☐ Male ☐ Female	
12. ☐ Married ☐ Single	13. Height without shoes:		Weight:	
	feet	inches	pounds	
14. Have you ever been employed by the Federal Government? ☐ Yes ☐ No				
If now employed by the Federal Government, give present grade and date of last change in grade:				

DO NOT WRITE IN THIS BLOCK
For Use of Civil Service Commission Only

☐ Appor.	Material	Entered register:		
☐ Non-appor.	☐ Submitted			
	☐ Returned			
Notations:		App. Review:		
Approved:				
OPTION	GRADE	EARNED RATING	PREFER-ENCE	AUGM. RATING
			☐ 5 points (tent.)	
			☐ 10 points	
			☐ Wife or Widow	
			☐ Disal.	
			☐ Being investi-gated	
INITIALS AND DATE				

Indicate "Yes" or "No" answer by placing **X** in proper column

YES

NO

15. (a) Would you accept short-term appointment, if offered, for—
- 1 to 3 months? _____
- 3 to 6 months? _____
- 6 to 12 months? _____

- (b) Would you accept appointment, if offered—

in Washington, D. C.? _____

anywhere in the United States? _____

outside the United States? _____

15. (c) If you will accept appointment in certain locations ONLY, give acceptable locations:

- (d) What is the lowest entrance salary you will accept: \$ _____ per year.

You will not be considered for positions paying less.

- (e) If you are willing to travel, specify:

☐ Occasionally☐ Frequently☐ Constantly

16. EXPERIENCE.—You are requested to furnish all information asked for below in **sufficient** detail to enable the Civil Service Commission and the appointing officers of agencies to determine your qualifications for the position for which you are applying. In the spaces provided below describe **EVERY** position you have held. Use a separate block for **EACH** position. You may also include any pertinent religious, civic, welfare or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Start with your **PRESENT** position and work back, accounting for all periods of unemployment. Explain clearly the principal tasks which you performed in each position. Describe your experience in the Armed Services in question 17 (Military Experience).

- (a) If you were ever employed in any position under a name different from that shown in Item 4 of this application, give under "Description of your work" for each position, the name used.

- (b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

PRESENT POSITION

Dates of employment: (Month, year)	Exact title of your present position:	Salary or earnings:
From: _____ To present time		Starting, \$ _____ per
Place of employment (city and State):		Present, \$ _____ per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:	Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.):		
Number and kind of employees supervised by you:		
Name and title of immediate supervisor:		
Reason for desiring to change employment:		

(CONTINUED ON NEXT PAGE)

16. CONTINUED

16. CONTINUED			
Dates of employment: (Month, year) From: _____ To: _____		Exact title of your position: _____	
Place of employment (city and State): _____		Salary or earnings: Starting \$ _____ per Final \$ _____ per	
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: _____		Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.): _____		_____	
Number and kind of employees supervised by you: _____		_____	
Name and title of immediate supervisor: _____		_____	
Reason for leaving: _____		_____	
Dates of employment: (Month, year) From: _____ To: _____		Exact title of your position: _____	
Place of employment (city and State): _____		Salary or earnings: Starting \$ _____ per Final \$ _____ per	
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: _____		Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.): _____		_____	
Number and kind of employees supervised by you: _____		_____	
Name and title of immediate supervisor: _____		_____	
Reason for leaving: _____		_____	
Dates of employment: (Month, year) From: _____ To: _____		Exact title of your position: _____	
Place of employment (city and State): _____		Salary or earnings: Starting \$ _____ per Final \$ _____ per	
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: _____		Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.): _____		_____	
Number and kind of employees supervised by you: _____		_____	
Name and title of immediate supervisor: _____		_____	
Reason for leaving: _____		_____	
Dates of employment: (Month, year) From: _____ To: _____		Exact title of your position: _____	
Place of employment (city and State): _____		Salary or earnings: Starting \$ _____ per Final \$ _____ per	
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: _____		Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.): _____		_____	
Number and kind of employees supervised by you: _____		_____	
Name and title of immediate supervisor: _____		_____	
Reason for leaving: _____		_____	
Dates of employment: (Month, year) From: _____ To: _____		Exact title of your position: _____	
Place of employment (city and State): _____		Salary or earnings: Starting \$ _____ per Final \$ _____ per	
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: _____		Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.): _____		_____	
Number and kind of employees supervised by you: _____		_____	
Name and title of immediate supervisor: _____		_____	
Reason for leaving: _____		_____	

17. MILITARY EXPERIENCE.—In order to make the most effective placements of war veterans, detailed information is needed about the training and experience they have acquired in the Armed Services. Fill in the appropriate space for each service school you have attended. If you attended no special or technical schools while in the service, write in Item (a) "No attendance at service schools" and indicate in Item (c) all important changes in duty assignment, showing dates of such assignment.

(a) First Special Service School attended: Location: _____ Dates attended (months, years): _____ From: _____ To: _____ Rating received at end of this training: _____	(b) What were you taught in First Special Service School? _____ _____ _____
(c) Duty assignment or rating after this training (give all important changes in duty assignment whether or not you attended a Service School): Dates of duty assignment (months, years): _____ From: _____ To: _____	(d) What did you do during this duty assignment? _____ _____ _____
(e) Second Special Service School attended: Location: _____ Dates attended (months, years): _____ From: _____ To: _____ Rating received at end of this training: _____	(f) What were you taught in Second Special Service School? _____ _____ _____
(g) Duty assignment after this training: Dates of duty assignment (months, years): _____ From: _____ To: _____	(h) What did you do during this duty assignment? _____ _____ _____

List on a separate sheet of paper any additional experience, training, service, or special duty assignments during military service or hospitalization.

18. EDUCATION.—Circle highest grade completed:

1 2 3 4 5 6 7 8 9 10 11 12

Mark (x) the appropriate box to indicate satisfactory completion of:

☐ Elementary School ☐ Junior High School ☐ Senior High School

(a) Give name and location of last high school attended:

(b) Subjects studied in high school which apply to position desired:

(c) Name and Location of College or University	Major	Dates Attended		Years Completed		Degrees Conferred		Semester Hours Credit
		From—	To—	Day	Night	Title	Date	

(d) List Your Chief Undergraduate College Subjects	Semester Hours	List Your Chief Graduate College Subjects	Semester Hours

(e) Other training, such as vocational, business, study courses given through the Armed Forces Institute (show name and location of school), or "in-service training" in a Federal agency:	Subjects Studied	Dates Attended		Years Completed	
		From—	To—	Day	Night

19. Indicate your knowledge of foreign languages:	READING			SPEAKING			UNDERSTNG		
	Exc.	Good	Fair	Exc.	Good	Fair	Exc.	Good	Fair

21. Are you now or have you ever been a licensed or certified member of any trade or profession (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.)

☐ Yes ☐ No Give kind of license and State:

First license or certificate (year):

Latest license or certificate (year):

22. Give any special qualifications not covered elsewhere in your application such as:

(a) your more important publications (do NOT submit copies unless requested)

(b) your patents or inventions

(c) public speaking and public relations experience

(d) membership in professional or scientific societies, etc.

(a) How was your knowledge of foreign languages acquired?

(b) If you have traveled or resided in any foreign countries, indicate (1) names of countries, (2) dates and length of time spent there and (3) reason or purpose (e. g., business, education, recreation):

20. List any special skills you possess and machines and equipment you can use, such as operation of short-wave radio, multilith, comptometer, key-punch, turret lathe, scientific or professional devices:

Approximate number of words per minute in typing _____, shorthand _____

FULL NAME	BUSINESS OR HOME ADDRESS (Give complete address, including street and number)	BUSINESS OR OCCUPATION
1.		
2.		
3.		

24. May inquiry be made of your present employer regarding your	YES	NO	Indicate "Yes" or "No" answer by placing X in proper column,	YES	NO
Indicate "Yes" or "No" answer by placing X in proper column.					

If your answer is "Yes," give complete details in Item 38.

Serial No.

Indicate "Yes" or "No" answer by placing **X** in proper column.

IF YOUR ANSWER TO QUESTION 37 (a), (b), (c), OR (d) IS "YES," AND YOU WISH TO CLAIM VETERAN PREFERENCE, ATTACH TO THIS APPLICATION VETERAN PREFERENCE CLAIM (CIVIL SERVICE COMMISSION FORM 14) TOGETHER WITH THE NECESSARY PROOF SPECIFIED THEREIN.

The information contained in the answers to Question 36 above has been verified by comparison with the discharge certificate on 19.....

Agency:

Title:

38. Space for detailed answers to other questions (indicate item numbers to which answers apply).

[illegible]

If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.

FALSE STATEMENT ON THIS APPLICATION IS PUNISHABLE BY LAW (U. S. CODE, TITLE 18, SECTION 80).
I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

Date _____

Signature of applicant

Signature of applicant _____
(Sign your name in INK (one given name, initial or initials, and surname). If female, prefix Miss or Mrs. and if married use your own given name as "Mrs. Mary L. Doe.")

APPLICATION FOR FEDERAL EMPLOYMENT

APPROVAL EXPIRES
NOV. 30, 1948.

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type-write or print in **INK**. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a **WRITTEN** examination, follow the

instructions on the admission card regarding disposition of this application. If you are applying for an **UNWRITTEN** examination, mail this application to the office named in the announcement. Be sure to mail to the same office **any other forms required** by the announcement. Notify the office with which you file this application of any change in your address.

APPLICATION NO.

ANNOUNCEMENT

1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR

2. OPTION(S) (if mentioned in examination announcement)

3. PLACE OF EMPLOYMENT APPLIED FOR (City and State)

4. DATE OF THIS APPLICATION

5. MR. (First name) (Middle) (Maiden, if any) (Last)
MRS.
MISS

6. (A) STREET AND NUMBER OR R. D. NUMBER

(B) CITY OR POST OFFICE (including postal zone) AND STATE

7. LEGAL OR VOTING RESIDENCE (State) 8. (A) OFFICE PHONE (B) HOME PHONE

9. DATE OF BIRTH (month, day, year)

10. ☐ MARRIED
☐ SINGLE

11. PLACE OF BIRTH (city and State; if born outside U. S., name city and country)

12. ☐ MALE
☐ FEMALE

13. (A) HEIGHT WITHOUT SHOES:

(B) WEIGHT:

----- FEET ----- INCHES ----- POUNDS

14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? ☐ YES ☐ NO

(B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE

DO NOT WRITE IN THIS BLOCK
For Use of Civil Service Commission Only☐ APPOR.

MATERIAL

ENTERED REGISTER:

☐ SUBMITTED☐ NON-APPOR.☐ RETURNED

NOTATIONS:

APP. REVIEW:

APPROVED:

OPTION

GRADE

EARNED
RATINGPREFER-
ENCEAUGM.
RATING☐ 5
POINTS
(TENT.)
☐ 10
POINTS
☐ WIFE
OR
WIDOW
☐ DISAL.
☐ BEING
INVESTIGATEDINITIALS AND
DATE15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? \$-----
PER YEAR.
You will not be considered for any position with a lower entrance salary.

(B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR:

☐ 1 TO 3 MONTHS☐ 3 TO 6 MONTHS☐ 6 TO 12 MONTHS**NOTE.** Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.

(C) IF YOU ARE WILLING TO TRAVEL, SPECIFY:

☐ OCCASIONALLY☐ FREQUENTLY☐ CONSTANTLY

(D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED:

☐ IN WASHINGTON, D. C.☐ ANYWHERE IN THE UNITED STATES☐ OUTSIDE THE UNITED STATES

(E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS:

16. **EXPERIENCE:** It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent

religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence.

(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.

(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

①

PRESENT POSITION

DATES OF EMPLOYMENT (month, year)

EXACT TITLE OF YOUR PRESENT POSITION

CLASSIFICATION GRADE (if
in Federal Service)

SALARY OR EARNINGS:

FROM: TO PRESENT TIME

STARTING, \$

PER

PRESENT, \$

PER

PLACE OF EMPLOYMENT (city and State)

NAME AND TITLE OF IMMEDIATE SUPERVISOR

NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)

KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)

NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU

REASON FOR DESIRING TO CHANGE EMPLOYMENT

DESCRIPTION OF YOUR WORK

[illegible][illegible][illegible]

[illegible]

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Give complete current address, including street and number)	BUSINESS OR OCCUPATION
1.		
2.		
3.		

[illegible]

Before signing this application check back over it to make sure that you have answered ALL questions correctly. I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

False statement on this application is punishable by Law (U. S. Code, Title 18, Section 80).

 **SIGNATURE OF APPLICANT** _____

(Sign your name in INK (one given name, initial or initials, and surname). If female, prefix Miss or Ms. and if married, add "Mrs." before the surname.)

APPLICATION FOR FEDERAL EMPLOYMENT

APPROVAL EXPIRES
NOV. 30, 1948.

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type-write or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the

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APPLICATION NO.

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1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR

2. OPTION(S) (if mentioned in examination announcement)

3. PLACE OF EMPLOYMENT APPLIED FOR (City and State)

4. DATE OF THIS APPLICATION

5. MR. (First name) (Middle) (Maiden, if any) (Last)
MRS.
MISS

6. (A) STREET AND NUMBER OR R. D. NUMBER

(B) CITY OR POST OFFICE (including postal zone) AND STATE

7. LEGAL OR VOTING RESIDENCE (State) 8. (A) OFFICE PHONE (B) HOME PHONE

9. DATE OF BIRTH (month, day, year)

10. ☐ MARRIED
☐ SINGLE

11. PLACE OF BIRTH (city and State; if born outside U. S., name city and country)

12. ☐ MALE
☐ FEMALE

13. (A) HEIGHT WITHOUT SHOES:

(B) WEIGHT:

FEET INCHES POUNDS

14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? ☐ YES ☐ NO

(B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE

DO NOT WRITE IN THIS BLOCK
For Use of Civil Service Commission Only☐ APPOR.

MATERIAL

ENTERED REGISTER:

☐ SUBMITTED☐ NON-APPOR.☐ RETURNED

NOTATIONS:

APP. REVIEW:

APPROVED:

OPTION

GRADE

EARNED
RATINGPREFER-
ENCEAUGM.
RATING☐ 5
POINTS
(TENT.)
☐ 10
POINTS
☐ WIFE
OR
WIDOW
☐ DISAL.
☐ BEING
INVESTIGATEDINITIALS AND
DATE15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? \$.....
PER YEAR.
You will not be considered for any position with a lower entrance salary.

(B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR:

☐ 1 TO 3 MONTHS ☐ 3 TO 6 MONTHS ☐ 6 TO 12 MONTHS

NOTE. Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.

(C) IF YOU ARE WILLING TO TRAVEL, SPECIFY:

☐ OCCASIONALLY ☐ FREQUENTLY ☐ CONSTANTLY

(D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED:

☐ IN WASHINGTON, D. C. ☐ ANYWHERE IN THE UNITED STATES
☐ OUTSIDE THE UNITED STATES

(E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS:

16. EXPERIENCE: It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent

religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence.

(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.

(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

① PRESENT POSITION

DATES OF EMPLOYMENT (month, year)

EXACT TITLE OF YOUR PRESENT POSITION

CLASSIFICATION GRADE (if
in Federal Service)

SALARY OR EARNINGS:

FROM: TO PRESENT TIME

STARTING, \$

PER

PLACE OF EMPLOYMENT (city and State)

PRESENT, \$

PER

NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)

NAME AND TITLE OF IMMEDIATE SUPERVISOR

KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)

NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU

REASON FOR DESIRING TO CHANGE EMPLOYMENT

DESCRIPTION OF YOUR WORK

16. CONTINUED

② DATES OF EMPLOYMENT (month, year)		EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS:	
FROM:	TO:			STARTING \$	PER
PLACE OF EMPLOYMENT (city and State)		NAME AND TITLE OF IMMEDIATE SUPERVISOR			
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING			

DESCRIPTION OF YOUR WORK

③ DATES OF EMPLOYMENT (month, year)		EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS:	
FROM:	TO:			STARTING \$	PER
PLACE OF EMPLOYMENT (city and State)		NAME AND TITLE OF IMMEDIATE SUPERVISOR			
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING			

DESCRIPTION OF YOUR WORK

④ DATES OF EMPLOYMENT (month, year)		EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS:	
FROM:	TO:			STARTING \$	PER
PLACE OF EMPLOYMENT (city and State)		NAME AND TITLE OF IMMEDIATE SUPERVISOR			
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING			

DESCRIPTION OF YOUR WORK

[illegible]

24. REFERENCES: List three persons living in the United States or Territories of the United States who are NOT related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under Item 16 (EXPERIENCE).

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Give complete current address, including street and number)	BUSINESS OR OCCUPATION
1.		
2.		
3.		

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO
25. MAY INQUIRY BE MADE OF YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER, QUALIFICATIONS, ETC.?			35. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes," give details in Item 39.</i>		
26. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?			36. DOES THE UNITED STATES GOVERNMENT EMPLOY IN A CIVILIAN CAPACITY ANY RELATIVE OF YOURS (BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? <i>If your answer is "Yes," show in Item 39 for EACH such relative (1) full name; (2) present address; (3) relationship; (4) Department or Agency by which employed, and (5) kind of appointment.</i>		
27. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF THE COMMUNIST PARTY, U. S. A., OR ANY COMMUNIST ORGANIZATION?					
28. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF A FASCIST ORGANIZATION?					
			SPECIAL INSTRUCTIONS FOR CLAIMING VETERAN PREFERENCE		

29. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF ANY ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT, OR OF AN ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH HAS ADOPTED A POLICY OF ADVOCATING OR APPROVING THE COMMISSION OF ACTS OF FORCE OR VIOLENCE TO DENY OTHER PERSONS THEIR RIGHTS UNDER THE CONSTITUTION OF THE UNITED STATES OR OF SEEKING TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES BY UNCONSTITUTIONAL MEANS?

If your answer to question 27, 28, or 29 above is "yes," state in Item 39 the names of all such organizations, associations, movements, groups, or combination of persons and dates of membership. Give complete details of your activities therein and make any explanation you desire regarding your membership or activities therein.

30. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF \$25 OR LESS WAS IMPOSED)?

If your answer is "Yes," list all such cases under Item 39 below. Give in each case (1) the date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.

31. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION?.....

If your answer is "Yes," give in Item 39 the name and address of employer, date, and reason in each case.

32. HAVE YOU EVER BEEN BARRED BY THE U. S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS?

If your answer is "Yes," give dates of and reasons for such debarment in Item 39.

33. HAVE YOU ANY PHYSICAL HANDICAP, DISEASE, OR OTHER DISABILITY WHICH SHOULD BE CONSIDERED IN ASSIGNING YOU TO WORK?.....

If your answer is "Yes," give complete details in Item 39 so that consideration can be given to your physical fitness for the job.

34. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?.....

If your answer is "Yes," give complete details in Item 39.

A. If you are claiming preference as a PEACETIME VETERAN who has been awarded a campaign badge or service ribbon, or as a DISABLED VETERAN, or as the WIFE OF A DISABLED VETERAN, or as the WIDOW OF A WAR OR CAMPAIGN VETERAN, attach Veteran Preference Claim, CSC Form 14, together with proof specified therein.

B. If you are a WAR-TIME VETERAN not claiming disability preference, you should **NOT** submit your discharge with this application. Preference will be tentatively credited to you and if appointed, you will be required to submit to the appointing officer prior to entry on duty, official evidence of separation from active service in the armed forces of the United States in time of war.

	YES	NO
37. (A) WERE YOU EVER IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING TIME OF WAR?		

(B) IS THE WORD "HONORABLE" OR THE WORD "SATISFACTORY" USED IN YOUR DISCHARGE OR SEPARATION PAPERS TO SHOW THE TYPE OF YOUR DISCHARGE OR SEPARATION?

(C) WAS SERVICE PERFORMED ON AN ACTIVE FULL-TIME BASIS, WITH FULL MILITARY PAY AND ALLOWANCES?			
--	--	--	--

(D) 1. DATE OF ENTRY OR ENTRIES INTO SERVICE 1. DATE OF SEPARATION OR SEPARATIONS

D) DATE OF ENTRY OR ENTRIES INTO SERVICE	DATE OF SEPARATION OR SEPARATIONS

BRANCH OF SERVICE (Army, Navy, Marine Corps, Coast Guard, etc.)	SERIAL NO. (if none, give grade or rating at time of separation).
---	---

			YES NO
--	--	--	--------

	YES	NO
38. (A) IF YOU SERVED IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING PEACETIME ONLY, DID YOU PARTICIPATE IN A CAMPAIGN OR EXPEDITION AND RECEIVE A CAMPAIGN BADGE OR SERVICE RIBBON? _____		

(B) ARE YOU A DISABLED VETERAN? _____

If so, and you have not listed your disability in answer to Item 33, explain in Item 39 below.

(C) ARE YOU A VETERAN'S WIDOW WHO HAS NOT REMARRIED? _____

(D) ARE YOU THE WIFE OF A VETERAN WHO HAS A SERVICE-CONNECTED DISABILITY WHICH DISQUALIFIES HIM FOR CIVIL SERVICE APPOINTMENT?

THIS SPACE FOR USE OF APPOINTING OFFICER ONLY

The information contained in the answers to Question 37 above has been verified by comparison with the discharge certificate on _____ 19 _____

Agency: _____ Title: _____

39. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (*indicate item numbers to which answers apply*).

[illegible]

If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

False statement on this application
is punishable by Law (U. S. Code,
Title 18, Section 80).



SIGNATURE OF APPLICANT

(Sign your name in INK (one given name, initial or initials, and surname). If female, prefix Miss or Mrs. and if married use your own given name as "Mrs. Mary L. Doe")

APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS.—Answer every question below clearly and completely. Typewrite or print in **INK**. If you are applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. Mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

APPLICATION No.

ANNOUNCEMENT

SELECTION No.

1. Name of examination, or kind of position applied for:	
2. Optional subject (if mentioned in examination announcement):	
3. Place of employment applied for:	
4. Mr. (First name) (Middle) (Maiden, if any) (Last)	
Mrs.	
Miss	
5. Street and number or R. D. number:	
City or post office (including postal zone), and State:	
6. Legal or voting residence (State):	7. Office phone No.: Home phone:
8. Place of birth (city and State; if born outside U. S., name city and country):	
9. Date of birth (month, day, year):	10. Age last birthday:
11. ☐ Male ☐ Female	
12. ☐ Married ☐ Single	13. Height without shoes: _____ feet _____ inches _____ pounds
14. Have you ever been employed by the Federal Government? ☐ Yes ☐ No	
If now employed by the Federal Government, give present grade and date of last change in grade:	

A. L. P. turned in 12/13/46
8283 } " " 12/15
600

DO NOT WRITE IN THIS BLOCK
For Use of Civil Service Commission Only

☐ Appor.	Material	Entered register:		
☐ Non-appor.	☐ Submitted			
	☐ Returned			
Notations:		App. Review:		
Approved:				
OPTION	GRADE	EARNED RATING	PREFER-ENCE	AUGM. RATING
			☐ 5 points (tent.)	
			☐ 10 points	
			☐ Wife or Widow	
			☐ Disal.	
			☐ Being investi-gated	
INITIALS AND DATE				

Indicate "Yes" or "No" answer by placing X in proper column	YES	NO	15. (c) If you will accept appointment in certain locations ONLY, give acceptable locations:
15. (a) Would you accept short-term appointment, if offered, for—			
1 to 3 months?-----			
3 to 6 months?-----			
6 to 12 months?-----			
(b) Would you accept appointment, if offered—			(d) What is the lowest entrance salary you will accept: \$----- per year.
in Washington, D. C.?-----			You will not be considered for positions paying less.
anywhere in the United States?-----			(e) If you are willing to travel, specify:
outside the United States?-----			☐ Occasionally ☐ Frequently ☐ Constantly

16. EXPERIENCE.—You are requested to furnish all information asked for below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to determine your qualifications for the position for which you are applying. In the spaces provided below describe EVERY position you have held. Use a separate block for EACH position. You may also include any pertinent religious, civic, welfare or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Start with your PRESENT position and work back, accounting for all periods of unemployment. Explain clearly the principal tasks which you performed in each position. Describe your experience in the Armed Services in question 17 (Military Experience).

- (a) If you were ever employed in any position under a name different from that shown in Item 4 of this application, give under "Description of your work" for each position, the name used.
(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

PRESENT POSITION

Dates of employment: (Month, year)	Exact title of your present position:	Salary or earnings:
From: _____ To present time		Starting, \$ _____ per
Place of employment (city and State):		Present, \$ _____ per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:	Description of your work: _____	
Kind of business or organization (e. g., wholesale silk, insurance agency, mfr. of locks, etc.):		
Number and kind of employees supervised by you:		
Name and title of immediate supervisor:		
Reason for desiring to change employment:		

(CONTINUED ON NEXT PAGE)

16. CONTINUED

Dates of employment: (Month, year)		Exact title of your position:		Salary or earnings:	
From:	To:			Starting \$	per
Place of employment (city and State):				Final \$	per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:		Description of your work:			
Kind of business or organization (e. g., wholesale silk, insurance agency, mfr. of locks, etc.):					
Number and kind of employees supervised by you:					
Name and title of immediate supervisor:					
Reason for leaving:					
Dates of employment: (Month, year)		Exact title of your position:		Salary or earnings:	
From:	To:			Starting \$	per
Place of employment (city and State):				Final \$	per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:		Description of your work:			
Kind of business or organization (e. g., wholesale silk, insurance agency, mfr. of locks, etc.):					
Number and kind of employees supervised by you:					
Name and title of immediate supervisor:					
Reason for leaving:					
Dates of employment: (Month, year)		Exact title of your position:		Salary or earnings:	
From:	To:			Starting \$	per
Place of employment (city and State):				Final \$	per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:		Description of your work:			
Kind of business or organization (e. g., wholesale silk, insurance agency, mfr. of locks, etc.):					
Number and kind of employees supervised by you:					
Name and title of immediate supervisor:					
Reason for leaving:					
Dates of employment: (Month, year)		Exact title of your position:		Salary or earnings:	
From:	To:			Starting \$	per
Place of employment (city and State):				Final \$	per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:		Description of your work:			
Kind of business or organization (e. g., wholesale silk, insurance agency, mfr. of locks, etc.):					
Number and kind of employees supervised by you:					
Name and title of immediate supervisor:					
Reason for leaving:					
Dates of employment: (Month, year)		Exact title of your position:		Salary or earnings:	
From:	To:			Starting \$	per
Place of employment (city and State):				Final \$	per
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division:		Description of your work:			
Kind of business or organization (e. g., wholesale silk, insurance agency, mfr. of locks, etc.):					
Number and kind of employees supervised by you:					
Name and title of immediate supervisor:					
Reason for leaving:					

17. MILITARY EXPERIENCE.—In order to make the most effective placements of war veterans, detailed information is needed about the training and experience they have acquired in the Armed Services. Fill in the appropriate space for each service school you have attended. If you attended no special or technical schools while in the service, write in Item (a) "No attendance at service schools" and indicate in Item (c) all important changes in duty assignment, showing dates of such assignment.

(a) First Special Service School attended: Location: _____ Dates attended (months, years): _____ From: _____ To: _____ Rating received at end of this training: _____	(b) What were you taught in First Special Service School? _____ _____ _____ _____
--	--

(c) Duty assignment or rating after this training (give all important changes in duty assignment whether or not you attended a Service School): Dates of duty assignment (months, years): _____ From: _____ To: _____	(d) What did you do during this duty assignment? _____ _____ _____ _____
---	---

(e) Second Special Service School attended: Location: _____ Dates attended (months, years): _____ From: _____ To: _____ Rating received at end of this training: _____	(f) What were you taught in Second Special Service School? _____ _____ _____ _____
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(g) Duty assignment after this training: Dates of duty assignment (months, years): _____ From: _____ To: _____	(h) What did you do during this duty assignment? _____ _____ _____ _____
---	---

List on a separate sheet of paper any additional experience, training, service, or special duty assignments during military service or hospitalization.

18. EDUCATION.—Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 Mark (x) the appropriate box to indicate satisfactory completion of: ☐ Elementary School ☐ Junior High School ☐ Senior High School	(a) Give name and location of last high school attended: _____ (b) Subjects studied in high school which apply to position desired: _____
--	---

(c) Name and Location of College or University	Major	Dates Attended		Years Completed		Degrees Conferred		Semester Hours Credit
		From—	To—	Day	Night	Title	Date	

(d) List Your Chief Undergraduate College Subjects	Semester Hours	List Your Chief Graduate College Subjects	Semester Hours

(e) Other training, such as vocational, business, study courses given through the Armed Forces Institute (show name and location of school), or "in-service training" in a Federal agency:	Subjects Studied	Dates Attended		Years Completed	
		From—	To—	Day	Night

19. Indicate your knowledge of foreign languages:	READING			SPEAKING			UNDERST'NG		
	Exc.	Good	Fair	Exc.	Good	Fair	Exc.	Good	Fair

(a) How was your knowledge of foreign languages acquired?

(b) If you have traveled or resided in any foreign countries, indicate (1) names of countries, (2) dates and length of time spent there and (3) reason or purpose (e. g., business, education, recreation):

20. List any special skills you possess and machines and equipment you can use, such as operation of short-wave radio, multilith, comptometer, key-punch, turret lathe, scientific or professional devices:

Approximate number of words per minute in typing _____ shorthand _____

21. Are you now or have you ever been a licensed or certified member of any trade or profession (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.)

☐ Yes ☐ No Give kind of license and State: _____

First license or certificate (year): _____

Latest license or certificate (year): _____

22. Give any special qualifications not covered elsewhere in your application such as:

(a) your more important publications (do NOT submit copies unless requested)

(b) your patents or inventions

(c) public speaking and public relations experience

(d) membership in professional or scientific societies, etc.

FULL NAME	BUSINESS OR HOME ADDRESS (Give complete address, including street and number)	BUSINESS OR OCCUPATION
1.		
2.		
3.		

Indicate "Yes" or "No" answer by placing X in proper column.	YES	NO	Indicate "Yes" or "No" answer by placing X in proper column.	YES	NO
--	-----	----	--	-----	----

If your answer is "Yes," give complete details in Item 38.

Title:

(Sign your name in INK (one given name, initial or initials, and surname). If female, prefix Miss or Mrs. and if married use your own given name as "Mrs. Mary L. Doe.")

Mint and Assay Service Examinations, 1899-1903

